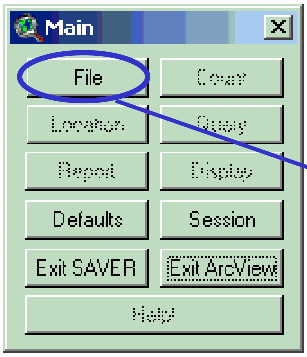
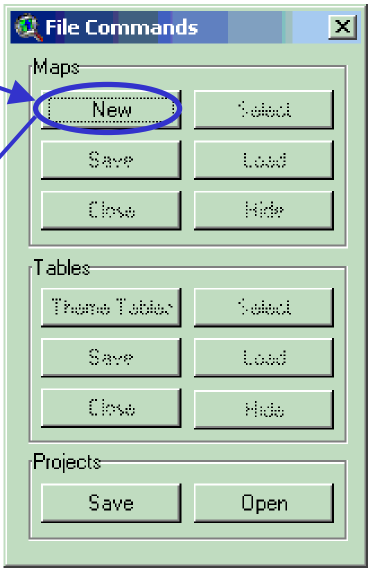
Example

Task: **Crashes in Calhoun County at the intersection of US 20 and Granite Ave. within a ¼ miles. For the years 1996-2000.**

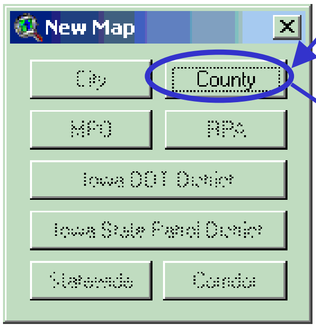
Open


Main
File
Count
Location
Query
Report
Display
Defaults
Session
Exit SAVER
Exit ArcView
Help

Click on File.


File Commands
Maps
New
Select
Save
Load
Close
Hide
Tables
Theme Tables
Select
Save
Load
Close
Hide
Projects
Save
Open

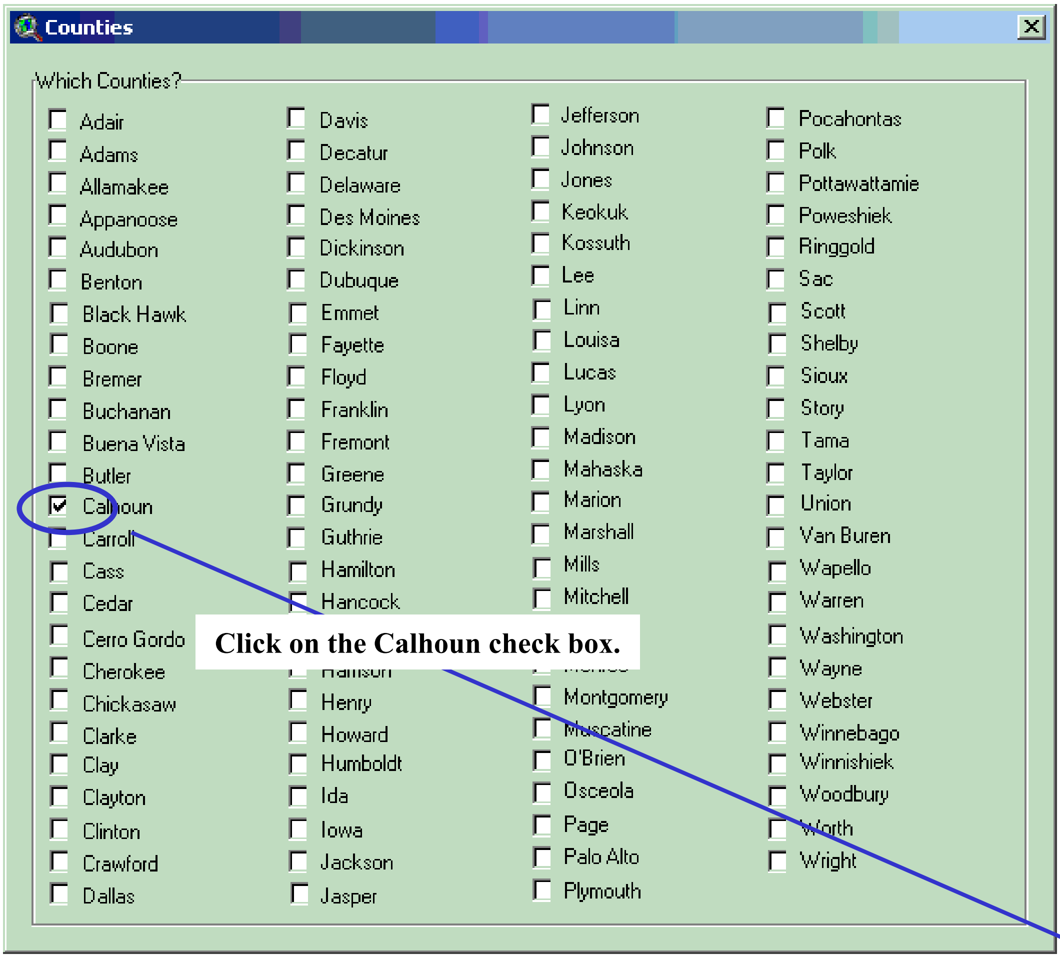
Click on New.


New Map
City
County
MPO
RPA
Iowa DOT District
Iowa State Patrol District
Statewide
Corridor

Click on County.

>>Next page>>

<< from Previous Page <<

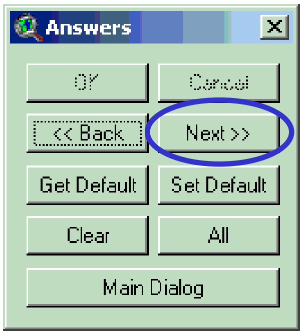


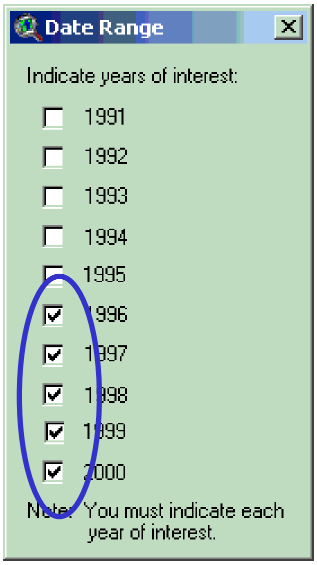
Which Counties?

☐ Adair
☐ Adams
☐ Allamakee
☐ Appanoose
☐ Audubon
☐ Benton
☐ Black Hawk
☐ Boone
☐ Bremer
☐ Buchanan
☐ Buena Vista
☐ Butler
☑ Calhoun
☐ Carroll
☐ Cass
☐ Cedar
☐ Cerro Gordo
☐ Cherokee
☐ Chickasaw
☐ Clarke
☐ Clay
☐ Clayton
☐ Clinton
☐ Crawford
☐ Dallas
☐ Davis
☐ Decatur
☐ Delaware
☐ Des Moines
☐ Dickinson
☐ Dubuque
☐ Emmet
☐ Fayette
☐ Floyd
☐ Franklin
☐ Fremont
☐ Greene
☐ Grundy
☐ Guthrie
☐ Hamilton
☐ Hancock
☐ Henry
☐ Howard
☐ Humboldt
☐ Ida
☐ Iowa
☐ Jackson
☐ Jasper
☐ Jefferson
☐ Johnson
☐ Jones
☐ Keokuk
☐ Kossuth
☐ Lee
☐ Linn
☐ Louisa
☐ Lucas
☐ Lyon
☐ Madison
☐ Mahaska
☐ Marion
☐ Marshall
☐ Mills
☐ Mitchell
☐ Montgomery
☐ Muscatine
☐ O'Brien
☐ Osceola
☐ Page
☐ Palo Alto
☐ Plymouth
☐ Pocahontas
☐ Polk
☐ Pottawattamie
☐ Poweshiek
☐ Ringgold
☐ Sac
☐ Scott
☐ Shelby
☐ Sioux
☐ Story
☐ Tama
☐ Taylor
☐ Union
☐ Van Buren
☐ Wapello
☐ Warren
☐ Washington
☐ Wayne
☐ Webster
☐ Winnebago
☐ Winnishiek
☐ Woodbury
☐ Worth
☐ Wright

Click on the Calhoun check box.

Click on Next >>


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog



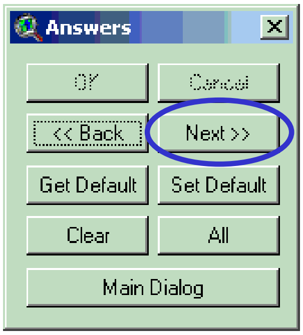
Indicate years of interest:

☐ 1991
☐ 1992
☐ 1993
☐ 1994
☐ 1995
☑ 1996
☑ 1997
☑ 1998
☑ 1999
☑ 2000

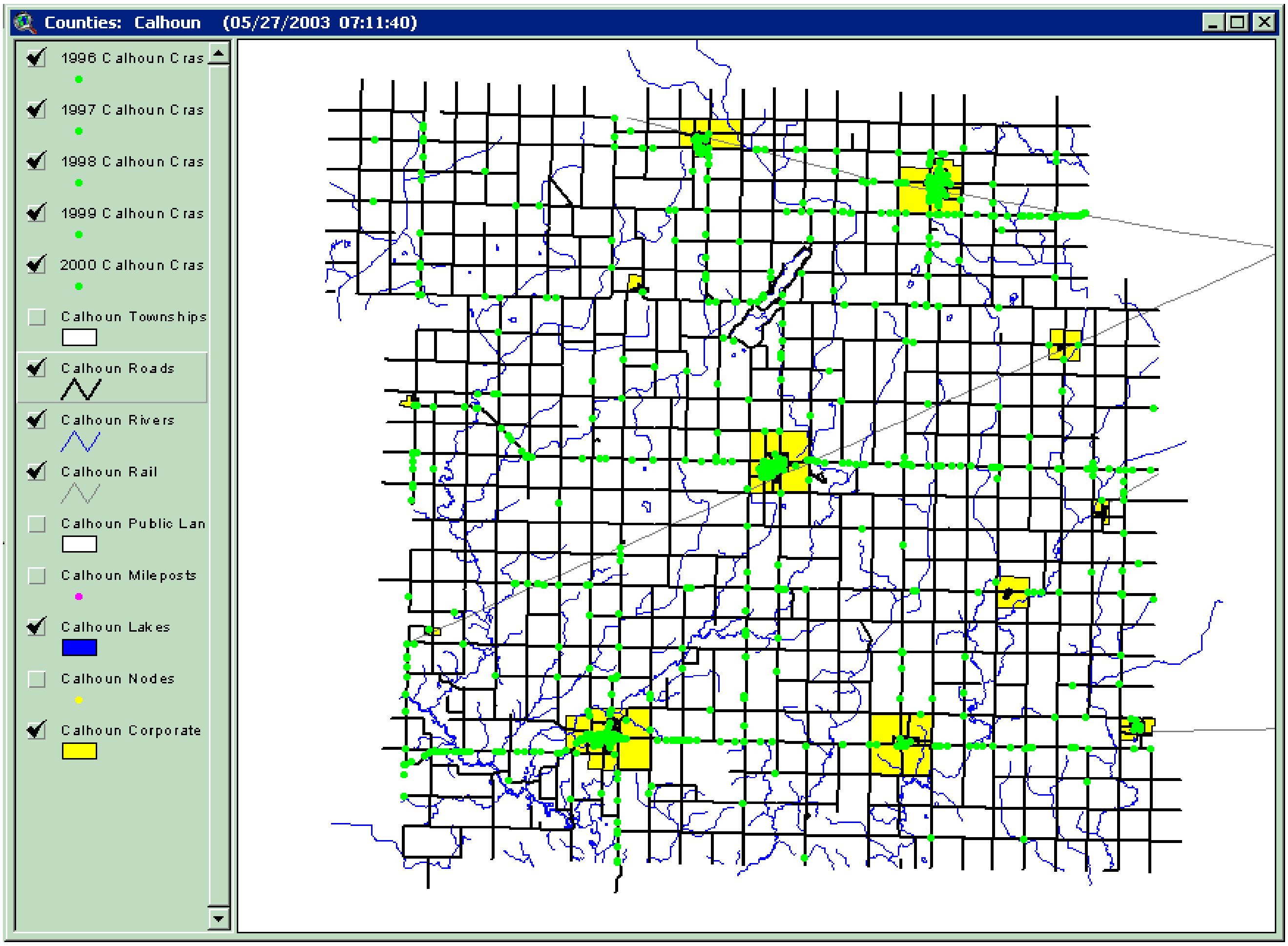
Note: You must indicate each year of interest.

Click on the Date Range check boxes.

Click on Next >>


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

The map with the crashes for Calhoun Co. will appear.


Counties: Calhoun (05/27/2003 07:11:40)

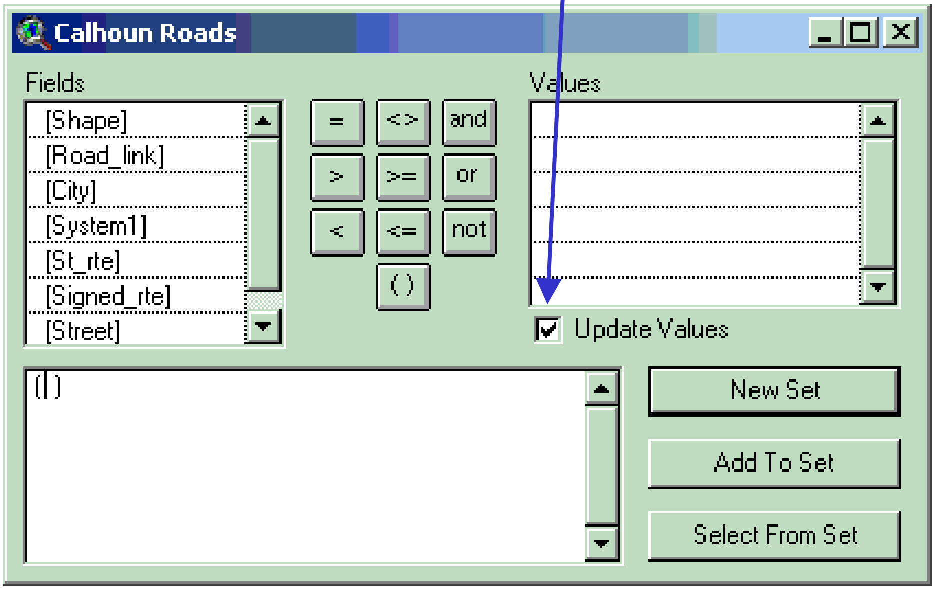
☑ 1996 Calhoun Cras
☑ 1997 Calhoun Cras
☑ 1998 Calhoun Cras
☑ 1999 Calhoun Cras
☑ 2000 Calhoun Cras
☐ Calhoun Townships
☑ Calhoun Roads
☑ Calhoun Rivers
☑ Calhoun Rail
☐ Calhoun Public Lan
☐ Calhoun Mileposts
☑ Calhoun Lakes
☐ Calhoun Nodes
☑ Calhoun Corporate

To find the intersection of US 20 and Granite Ave.

Note: The Update Values Box must have a check mark in the box for the list of Values to be shown that you can pick from.

Click the Query Builder icon.

The Query Builder dialog will appear.


Calhoun Roads
Fields
[Shape]
[Road_link]
[City]
[System1]
[St_rte]
[Signed_rte]
[Street]
=
<>
and
>
>=
or
<
<=
not
( )
Values
New Set
Add To Set
Select From Set

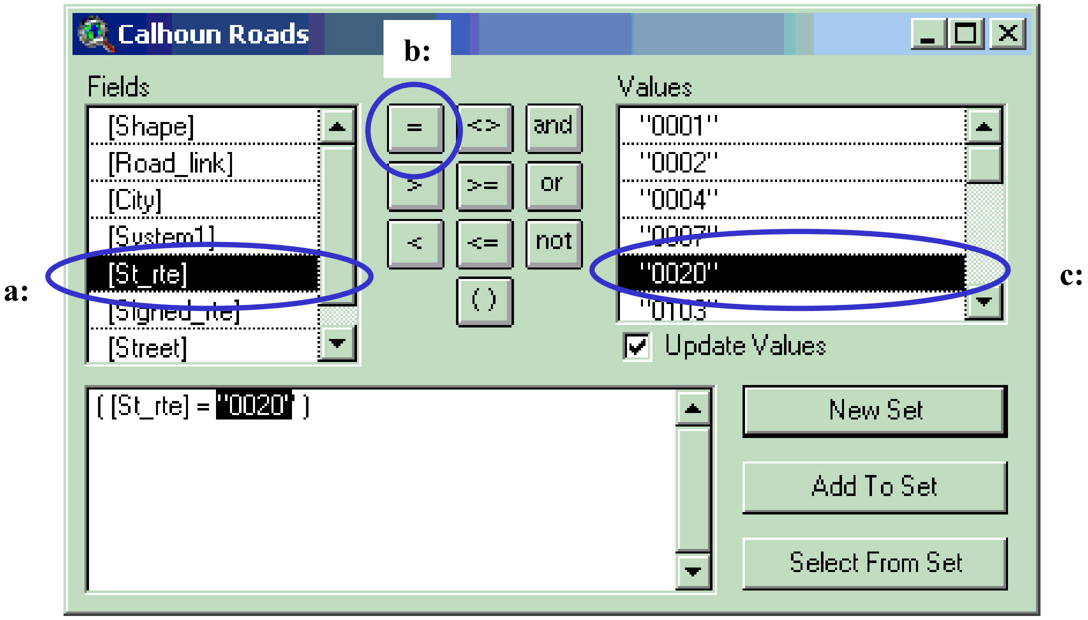
☑ Update Values

( )

a) **Double-click on [St_rte] to get it to appear in the dialog box.**

b) **Click the (=) button**

c) **Double-click on “0020” to get them to appear in the dialog box.**


Calhoun Roads
b:
Fields
[Shape]
[Road_link]
[City]
[System1]
[St_rte]
[Signed_rte]
[Street]
=
<>
and
>
>=
or
<
<=
not
( )
Values
"0001"
"0002"
"0004"
"0007"
"0020"
"0103"
☑ Update Values
New Set
Add To Set
Select From Set
a:
c:

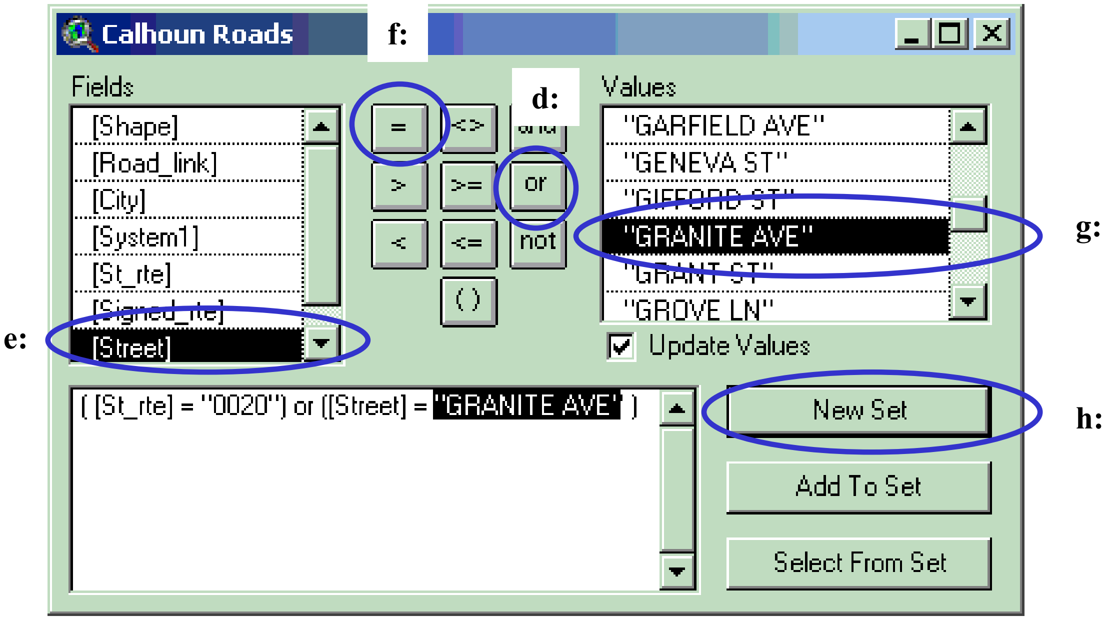
[[St_rte] = "0020"]

d) **Click the (or) button**

e) **Double-click on [Street] to get them to appear in the dialog box.**

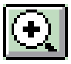
f) **Click the (=) button and then double-click on “GRANTE AVE” to get them to appear as well.**

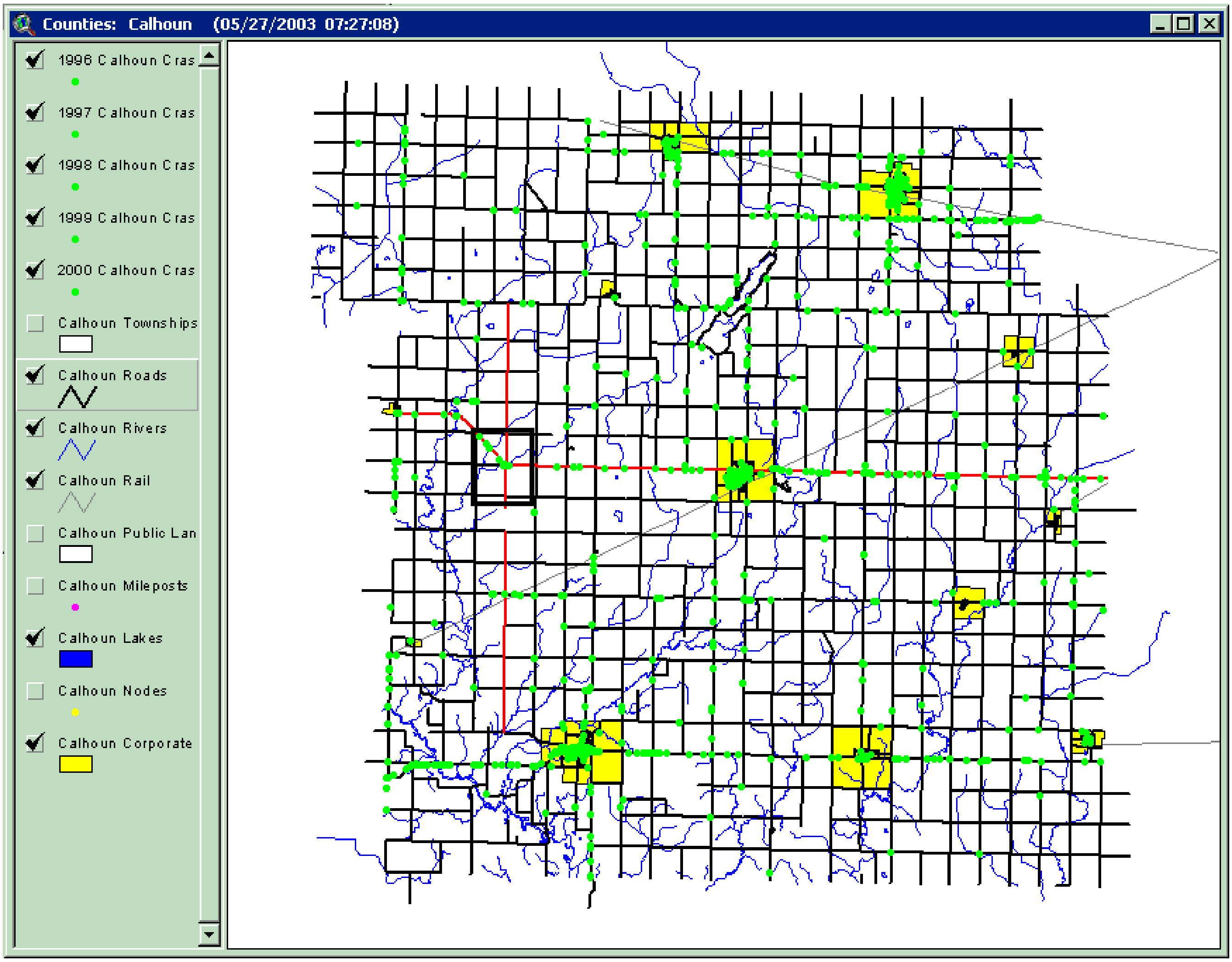
g) **Click the New Set button.**


Calhoun Roads
f:
d:
Fields
[Shape]
[Road_link]
[City]
[System1]
[St_rte]
[Signed_rte]
[Street]
=
<>
>
>=
or
<
<=
not
( )
Values
"GARFIELD AVE"
"GENEVA ST"
"GIFFORD ST"
"GRANITE AVE"
"GRANT ST"
"GROVE LN"
☑ Update Values
New Set
Add To Set
Select From Set
e:
g:
h:

([St_rte] = "0020") or ([Street] = "GRANITE AVE")

The map will show the roads in red that were selected. We now want to zoom in on the intersection of the roads. Using the Zoom In Button. Make a box around the intersection of the two roads

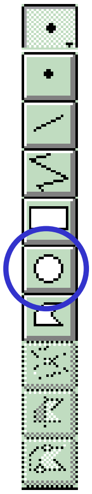



Counties: Calhoun (05/27/2003 07:27:08)

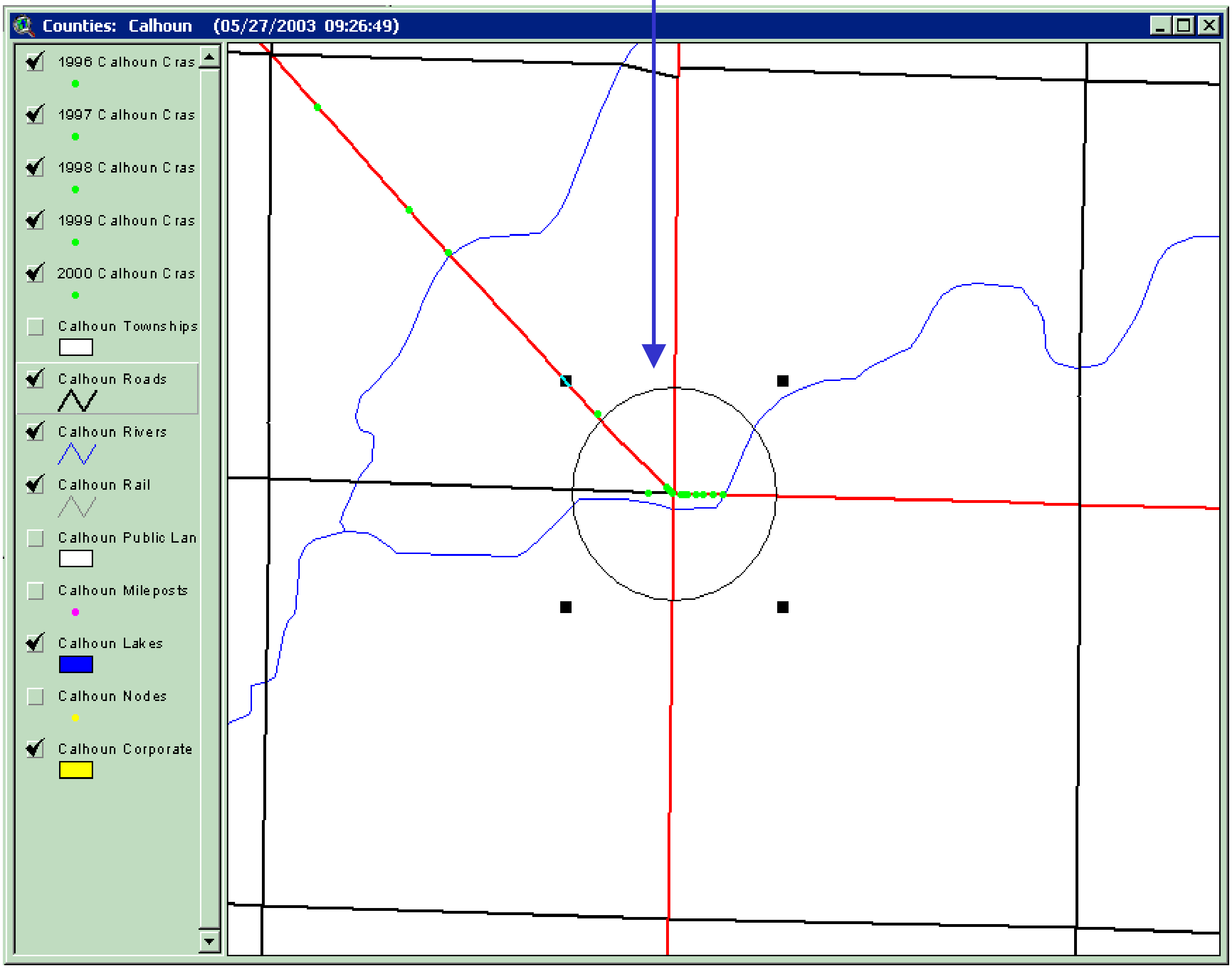
☑ 1996 Calhoun Cras
☑ 1997 Calhoun Cras
☑ 1998 Calhoun Cras
☑ 1999 Calhoun Cras
☑ 2000 Calhoun Cras
☐ Calhoun Townships
☑ Calhoun Roads
☑ Calhoun Rivers
☑ Calhoun Rail
☐ Calhoun Public Lan
☐ Calhoun Mileposts
☑ Calhoun Lakes
☐ Calhoun Nodes
☑ Calhoun Corporate

If you make a mistake, click the Zoom to Previous Extent button to go back to where you were before you zoomed in.

The map will zoom in on the selected area. Now use the Draw Circle icon. Located under the Draw Dot Icon.



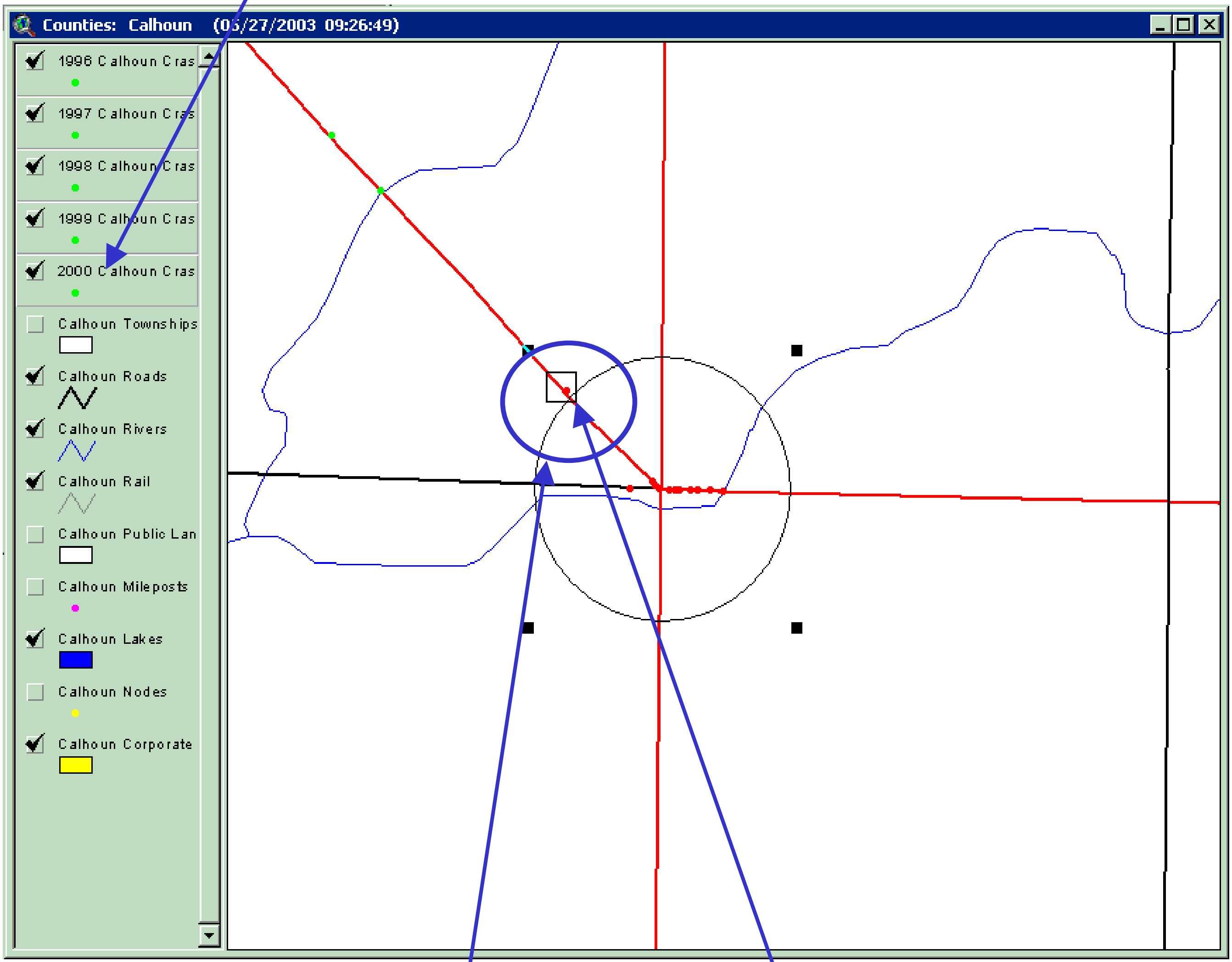
Make a circle .25 miles in radius at the intersection of US 20 and Granite Ave. This circle can be drawn at any radius that is required for the area you are selecting.



Counties: Calhoun (05/27/2003 09:26:49)

- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate

Click the ☑ 2000 Calhoun Crashes ● button making it highlighted or raised up then hold down the shift button and click on the the rest of the years also making them highlighted (raised up).

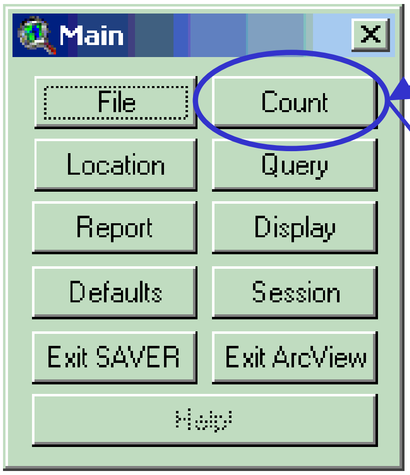

Counties: Calhoun (05/27/2003 09:26:49)
☑ 1996 Calhoun Cras
☑ 1997 Calhoun Cras
☑ 1998 Calhoun Cras
☑ 1999 Calhoun Cras
☑ 2000 Calhoun Cras
☐ Calhoun Townships
☑ Calhoun Roads
☑ Calhoun Rivers
☑ Calhoun Rail
☐ Calhoun Public Lan
☐ Calhoun Mileposts
☑ Calhoun Lakes
☐ Calhoun Nodes
☑ Calhoun Corporate

**Using the Select Features Using Graphics icon.
This will select the crashes in the circle we drew. We can see that there is one crash just outside the circle you also want to select that crash.**

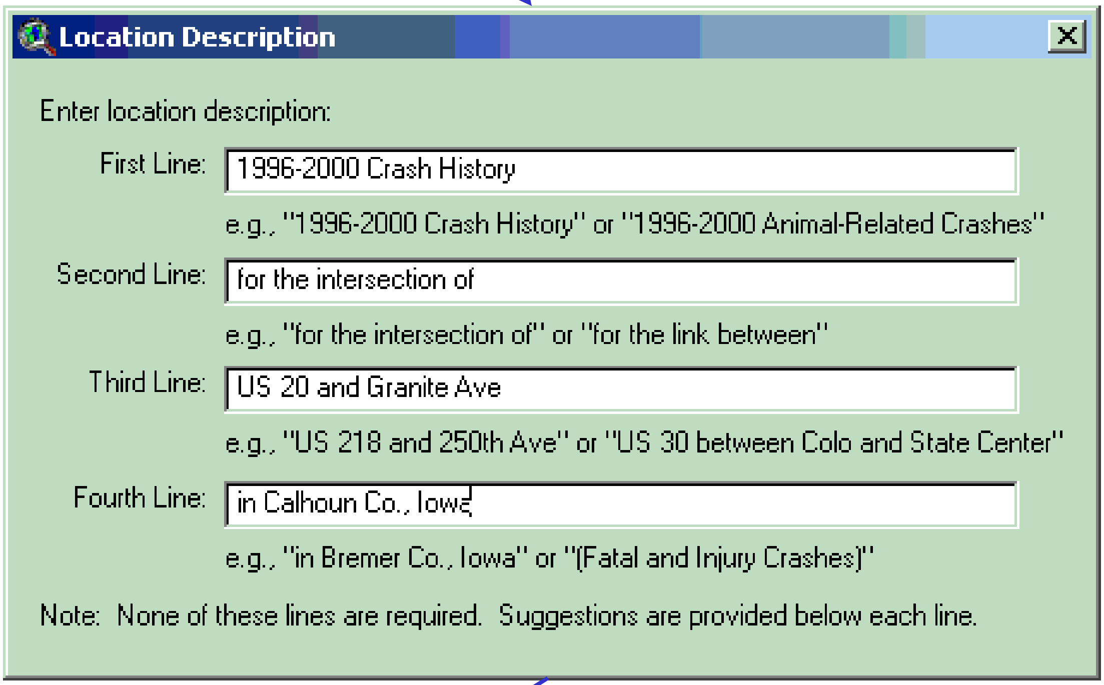
**Using the Select Feature icon.
Hold down the shift key and draw a small box around the crash that is just outside the circle.**

Feature Count

Click on count.


Main
File
Count
Location
Query
Report
Display
Defaults
Session
Exit SAVER
Exit ArcView
Help

The Location Description dialog box will appear.
Fill in the lines with the appropriate information.
This information will default in the lines unless changed.


Location Description

Enter location description:

First Line: 1996-2000 Crash History

e.g., "1996-2000 Crash History" or "1996-2000 Animal-Related Crashes"

Second Line: for the intersection of

e.g., "for the intersection of" or "for the link between"

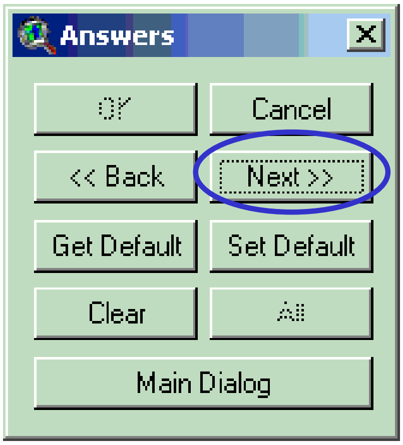
Third Line: US 20 and Granite Ave

e.g., "US 218 and 250th Ave" or "US 30 between Colo and State Center"

Fourth Line: in Calhoun Co., Iowa

e.g., "in Bremer Co., Iowa" or "(Fatal and Injury Crashes)"

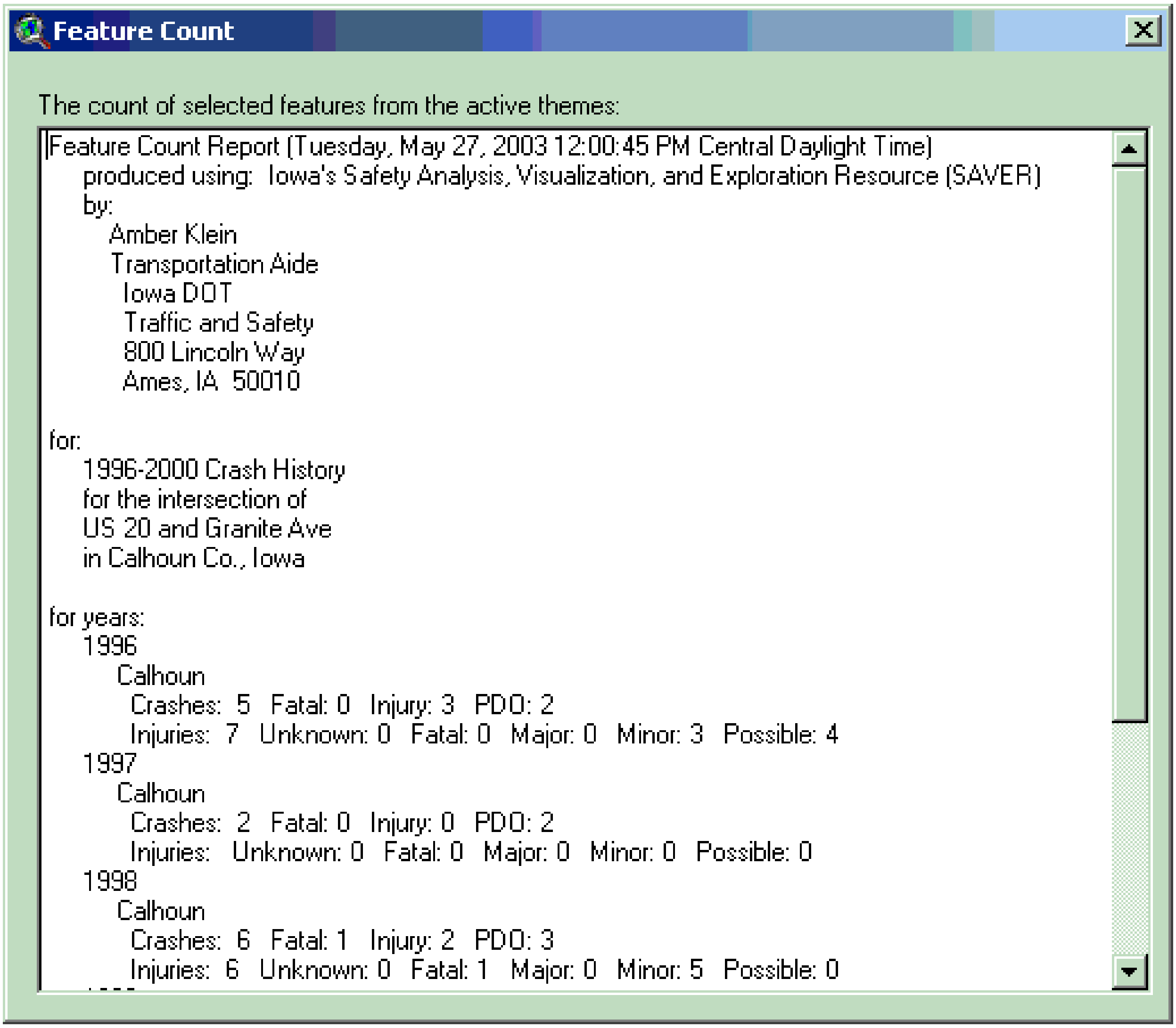
Note: None of these lines are required. Suggestions are provided below each line.


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

Click the Next >>

>>Next page>>

The Feature Count Report page will appear.



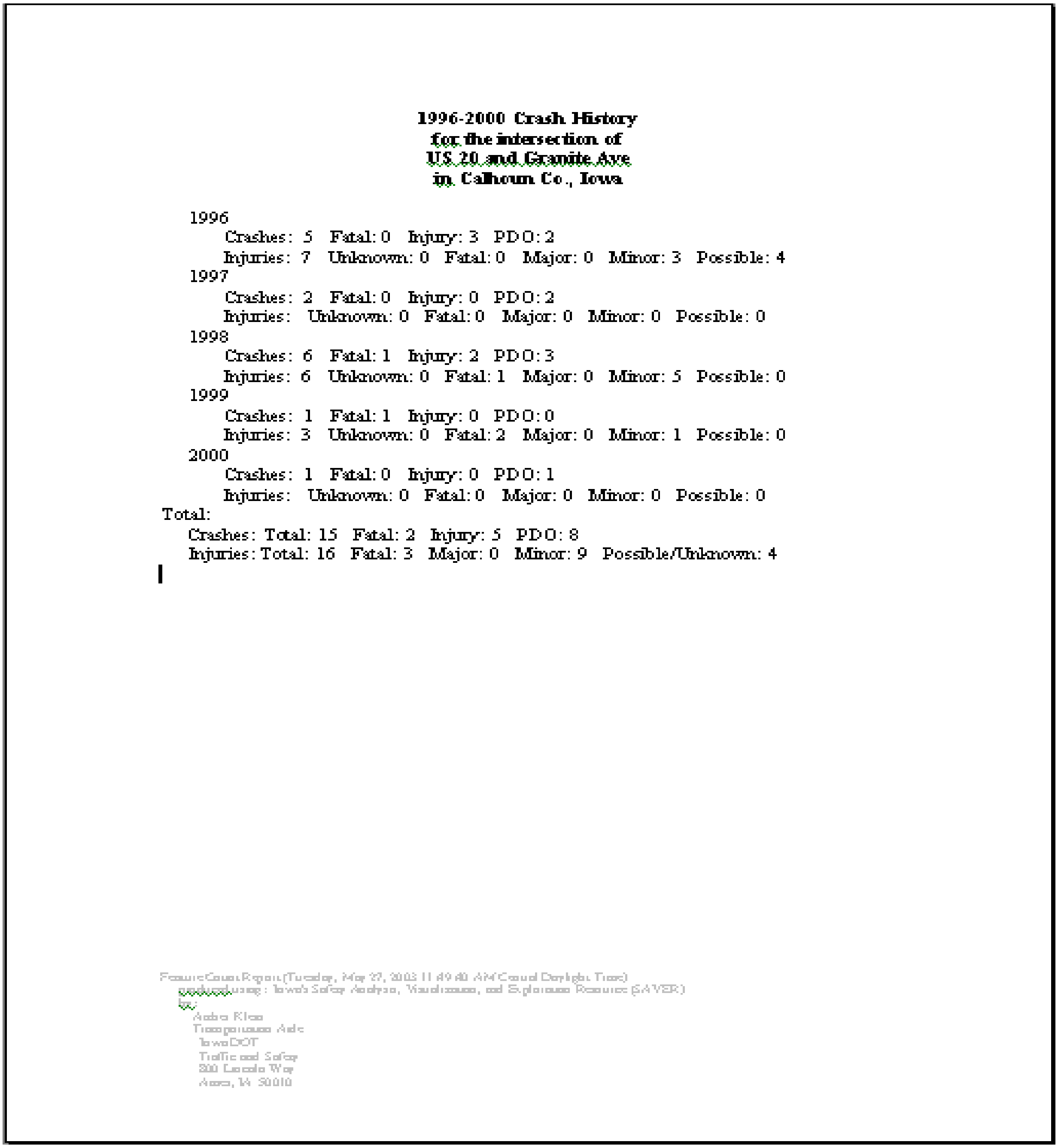
The count of selected features from the active themes:

```
Feature Count Report (Tuesday, May 27, 2003 12:00:45 PM Central Daylight Time)
    produced using:  Iowa's Safety Analysis, Visualization, and Exploration Resource (SAVER)
    by:
       Amber Klein
       Transportation Aide
         Iowa DOT
         Traffic and Safety
         800 Lincoln Way
         Ames, IA  50010

for:
    1996-2000 Crash History
    for the intersection of
    US 20 and Granite Ave
    in Calhoun Co., Iowa

for years:
    1996
        Calhoun
          Crashes:  5   Fatal: 0   Injury: 3   PDO: 2
          Injuries:  7   Unknown: 0   Fatal: 0   Major: 0   Minor: 3   Possible: 4
    1997
        Calhoun
          Crashes:  2   Fatal: 0   Injury: 0   PDO: 2
          Injuries:   Unknown: 0   Fatal: 0   Major: 0   Minor: 0   Possible: 0
    1998
        Calhoun
          Crashes:  6   Fatal: 1   Injury: 2   PDO: 3
          Injuries:  6   Unknown: 0   Fatal: 1   Major: 0   Minor: 5   Possible: 0
```

To copy the Feature Count report to Microsoft Word.

1. **Highlight the text and copy it by using Ctrl + C.**
2. **Open a word document and paste it into the document by using Ctrl + V.**
3. **Copy and paste the top section into a footer so it will be on every page. Change the footer font size to 8.**
4. **Delete (for:) and make the Location Description (the next four lines) centered and bolded.**
5. **Delete (for years:) and (Calhoun) under each years because it is not needed because there is only one county.**
6. **Delete the two lines under the last years and change the word (equals:) to (Total:)**

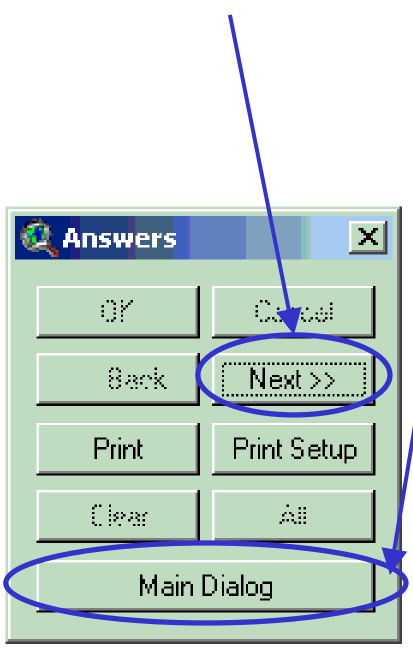
Your word document should like like this.



1996-2000 Crash History
for the intersection of
US 20 and Granite Ave
in Calhoun Co., Iowa

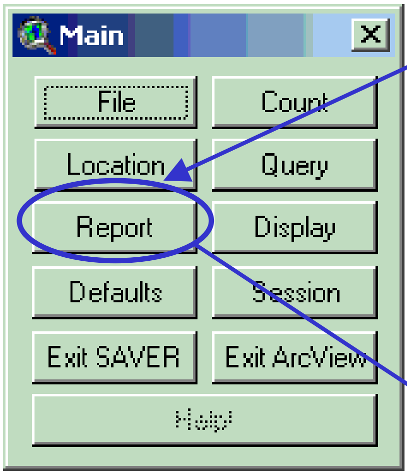
```
    1996
        Crashes:  5   Fatal: 0   Injury: 3   PDO: 2
        Injuries:  7   Unknown: 0   Fatal: 0   Major: 0   Minor: 3   Possible: 4
    1997
        Crashes:  2   Fatal: 0   Injury: 0   PDO: 2
        Injuries:   Unknown: 0   Fatal: 0   Major: 0   Minor: 0   Possible: 0
    1998
        Crashes:  6   Fatal: 1   Injury: 2   PDO: 3
        Injuries:  6   Unknown: 0   Fatal: 1   Major: 0   Minor: 5   Possible: 0
    1999
        Crashes:  1   Fatal: 1   Injury: 0   PDO: 0
        Injuries:  3   Unknown: 0   Fatal: 2   Major: 0   Minor: 1   Possible: 0
    2000
        Crashes:  1   Fatal: 0   Injury: 0   PDO: 1
        Injuries:   Unknown: 0   Fatal: 0   Major: 0   Minor: 0   Possible: 0
Total:
    Crashes: Total: 15   Fatal: 2   Injury: 5   PDO: 8
    Injuries: Total: 16   Fatal: 3   Major: 0   Minor: 9   Possible/Unknown: 4
```

You can either Click on Next >> or Main Dialog to get you back to the map.

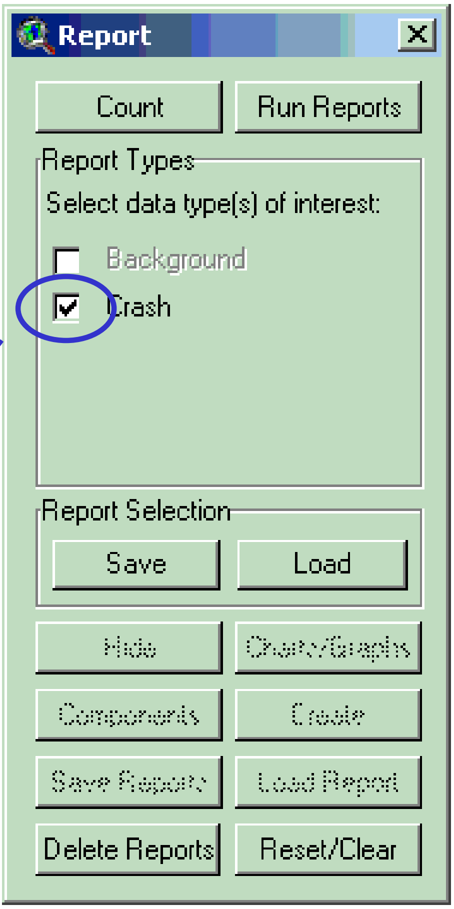

Answers
OK
Cancel
Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

Reports

Click on Report.


Main
File
Count
Location
Query
Report
Display
Defaults
Session
Exit SAVER
Exit ArcView
Help

Click on Crash check box.

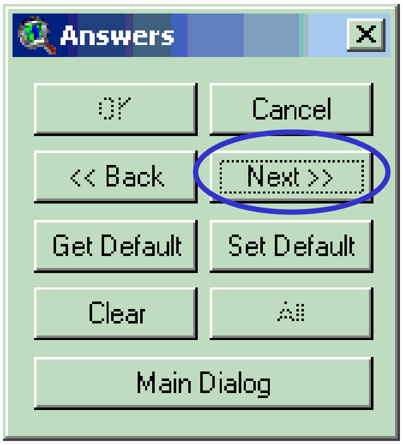

Report
Count
Run Reports
Report Types
Report Selection
Save
Load
Hide
Charts/Graphs
Components
Create
Save Reports
Load Report
Delete Reports
Reset/Clear

Select data type(s) of interest:

☐ Background

☑ Crash

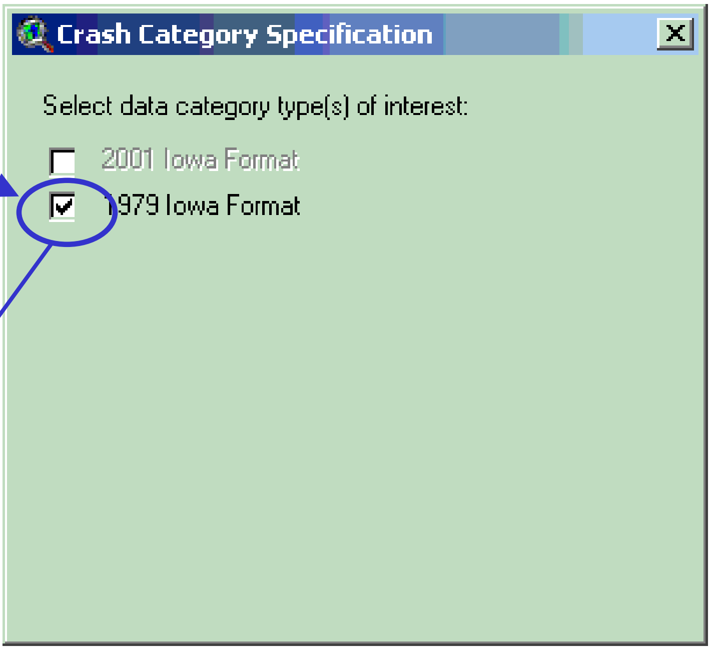
Click on Next>>.


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

>>Next page>>

<< from Previous Page <<

Click on 1979 Iowa Format check box

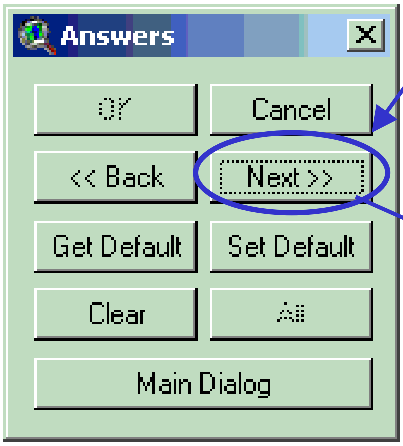

Crash Category Specification

Select data category type(s) of interest:

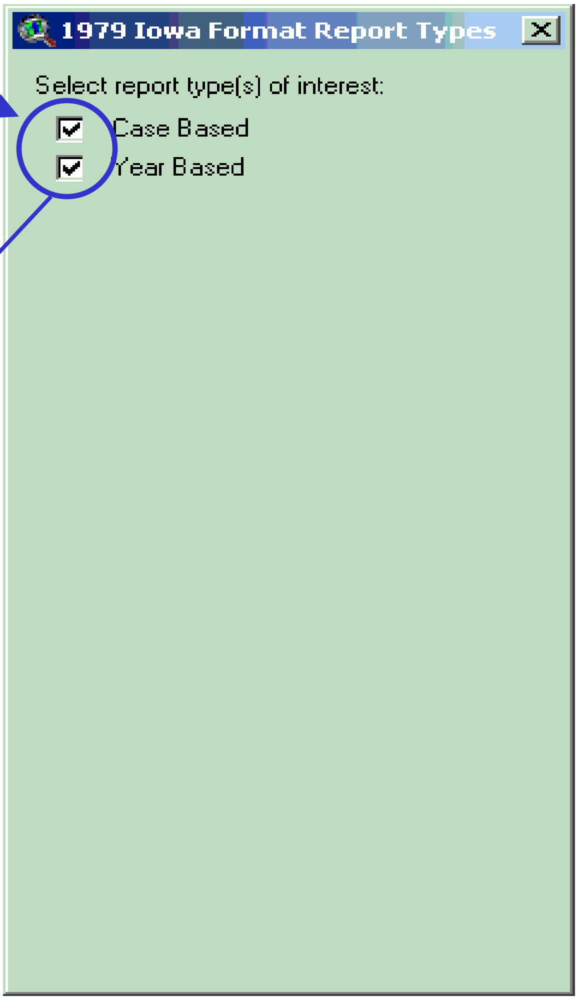
☐ 2001 Iowa Format

☑ 1979 Iowa Format

Click on Next>>.


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

Click on Case Based and Year Based check boxes.

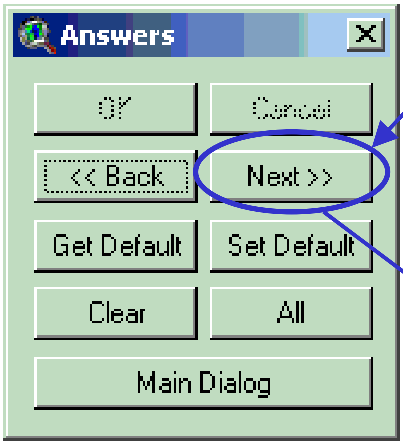

1979 Iowa Format Report Types

Select report type(s) of interest:

☑ Case Based

☑ Year Based

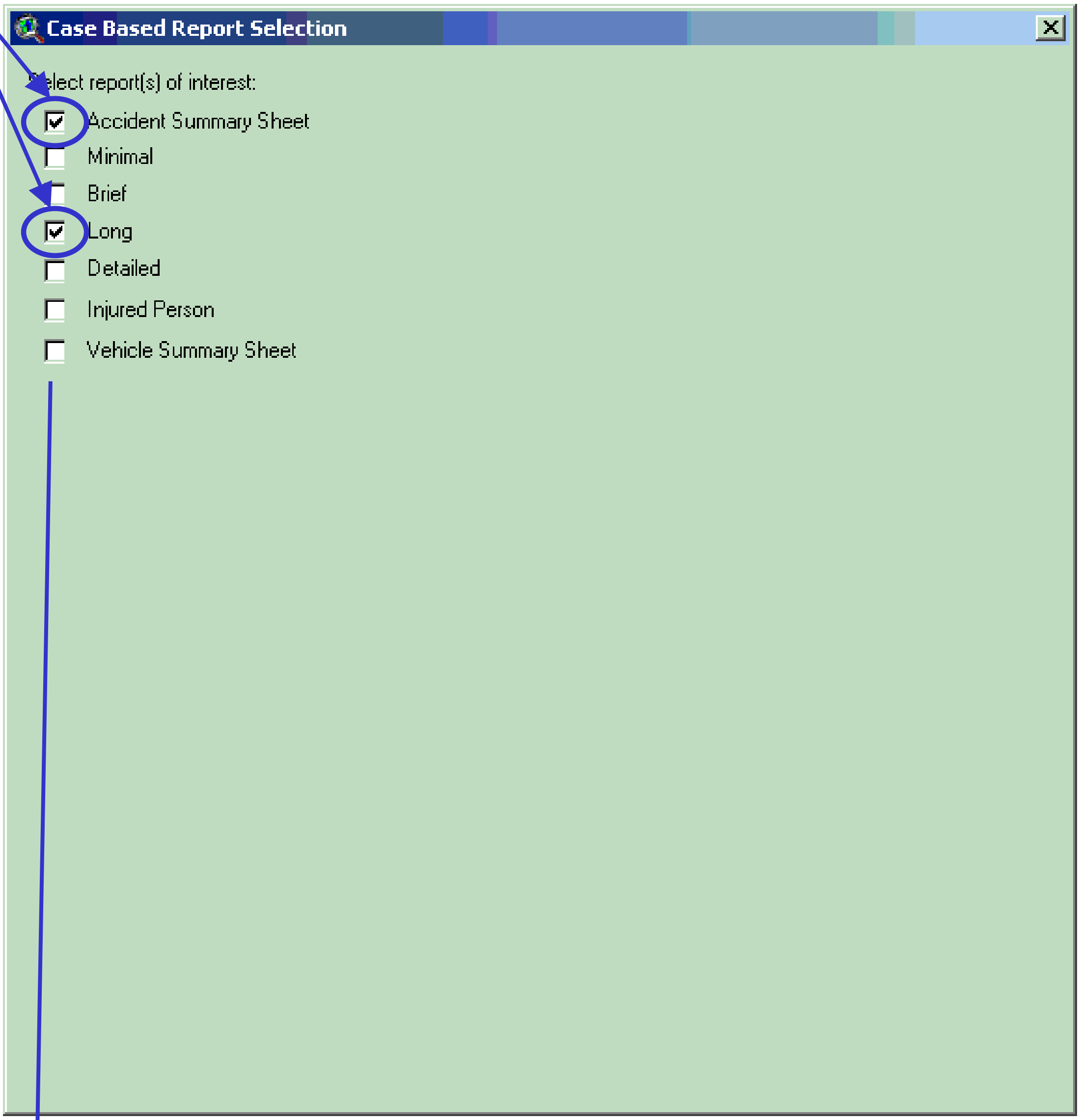
Click on Next>>.


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

>>Next page>>

<< from Previous Page <<

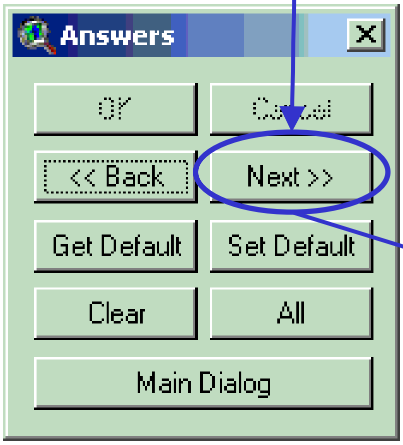
Click on Accident Summary Sheet check box and Long check box.



Case Based Report Selection

Select report(s) of interest:

☑ Accident Summary Sheet
☐ Minimal
☐ Brief
☑ Long
☐ Detailed
☐ Injured Person
☐ Vehicle Summary Sheet

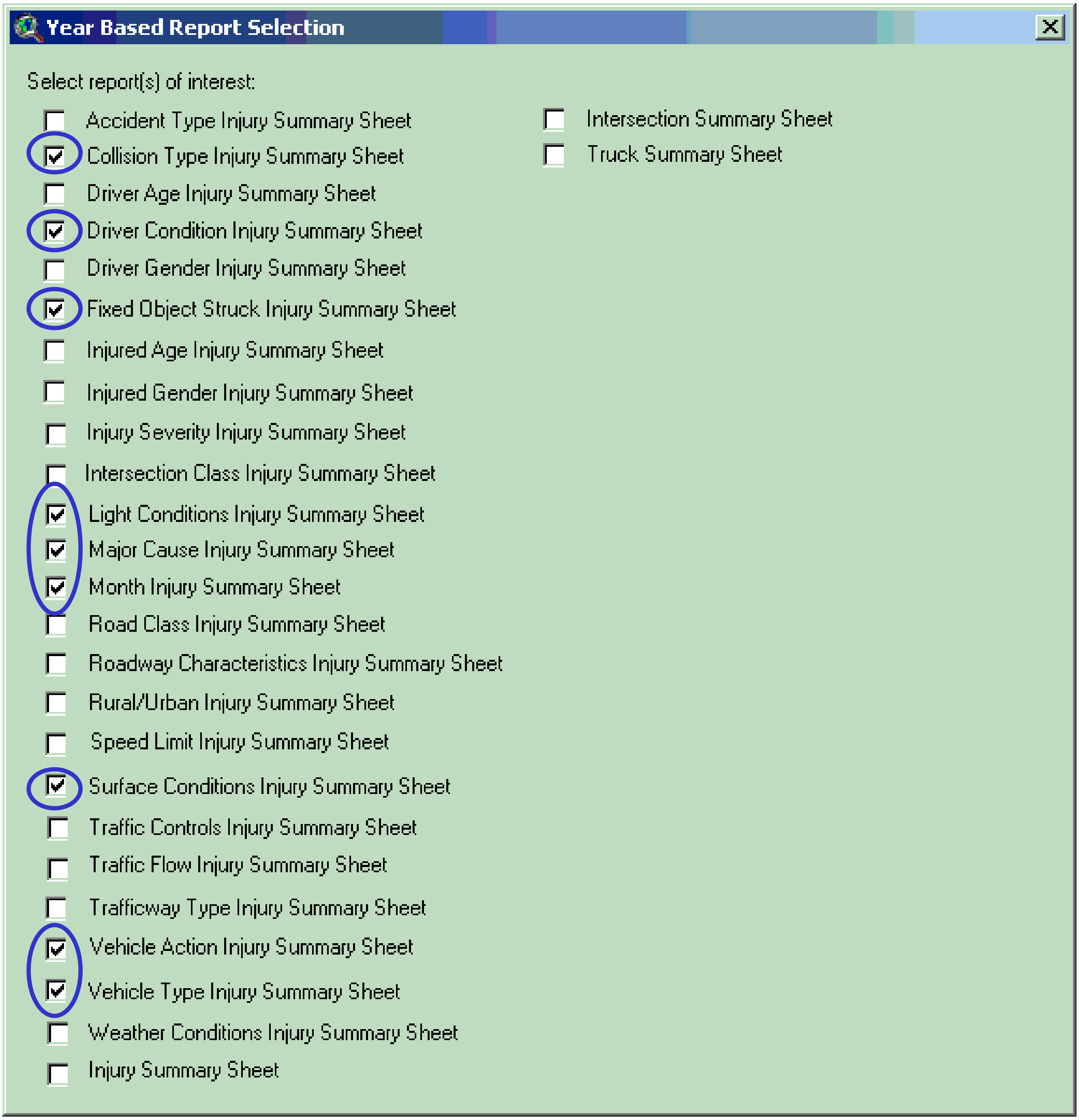

Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

Click on Next>>.

>>Next page>>

<< from Previous Page <<

Click on Collision Type Injury Summary sheet check box,
Driver Condition Injury Summary sheet check box,
Fixed Object Struck Injury Summary sheet check box,
Light condition Injury Summary sheet check box,
Major Cause Injury Summary sheet check box
Month Injury Summary sheet check box
Surface Condition Injury Summary sheet check box
Vehicle Action Injury Summary sheet check box
Vehicle Type Injury Summary sheet check box



Select report(s) of interest:

☐ Accident Type Injury Summary Sheet
☑ Collision Type Injury Summary Sheet
☐ Driver Age Injury Summary Sheet
☑ Driver Condition Injury Summary Sheet
☐ Driver Gender Injury Summary Sheet
☑ Fixed Object Struck Injury Summary Sheet
☐ Injured Age Injury Summary Sheet
☐ Injured Gender Injury Summary Sheet
☐ Injury Severity Injury Summary Sheet
☐ Intersection Class Injury Summary Sheet
☑ Light Conditions Injury Summary Sheet
☑ Major Cause Injury Summary Sheet
☑ Month Injury Summary Sheet
☐ Road Class Injury Summary Sheet
☐ Roadway Characteristics Injury Summary Sheet
☐ Rural/Urban Injury Summary Sheet
☐ Speed Limit Injury Summary Sheet
☑ Surface Conditions Injury Summary Sheet
☐ Traffic Controls Injury Summary Sheet
☐ Traffic Flow Injury Summary Sheet
☐ Trafficway Type Injury Summary Sheet
☑ Vehicle Action Injury Summary Sheet
☑ Vehicle Type Injury Summary Sheet
☐ Weather Conditions Injury Summary Sheet
☐ Injury Summary Sheet
☐ Intersection Summary Sheet
☐ Truck Summary Sheet

>>Next page>>

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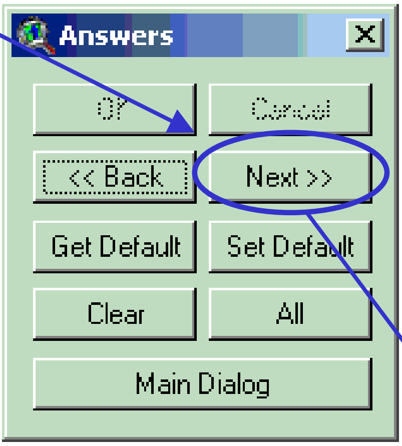
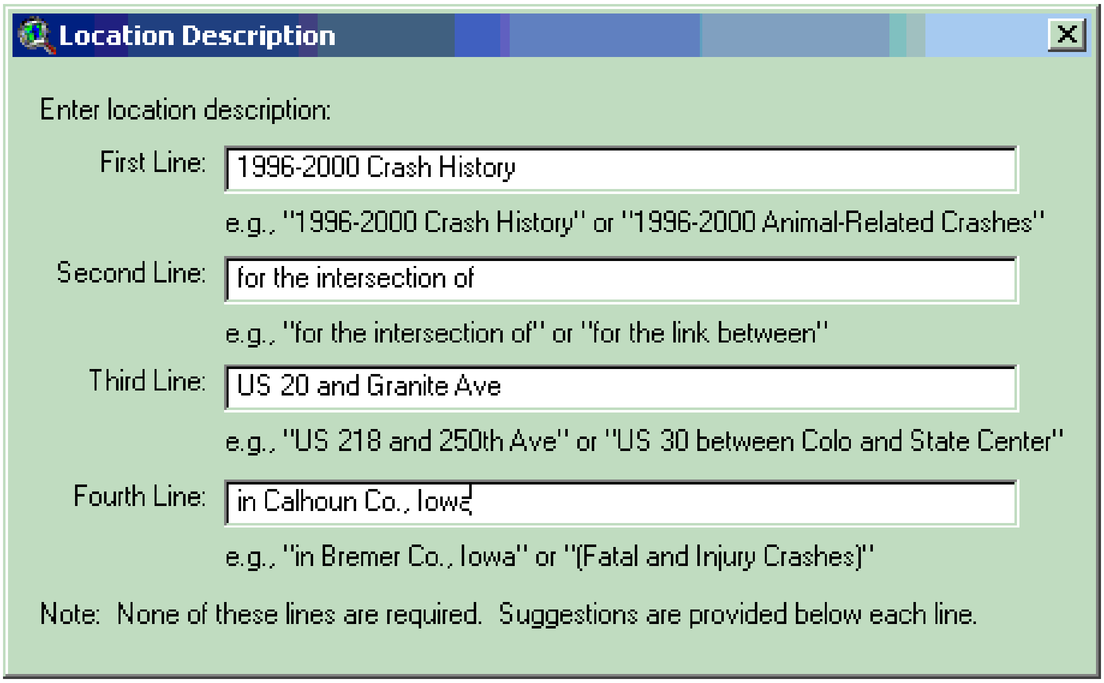

Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

Click on Next>>.

The appropriate information should all ready be in the lines in the Location Description dialog box.


Location Description

Enter location description:

First Line: 1996-2000 Crash History

e.g., "1996-2000 Crash History" or "1996-2000 Animal-Related Crashes"

Second Line: for the intersection of

e.g., "for the intersection of" or "for the link between"

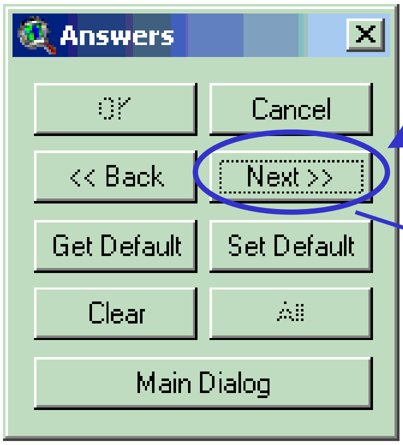
Third Line: US 20 and Granite Ave

e.g., "US 218 and 250th Ave" or "US 30 between Colo and State Center"

Fourth Line: in Calhoun Co., Iowa

e.g., "in Bremer Co., Iowa" or "(Fatal and Injury Crashes)"

Note: None of these lines are required. Suggestions are provided below each line.

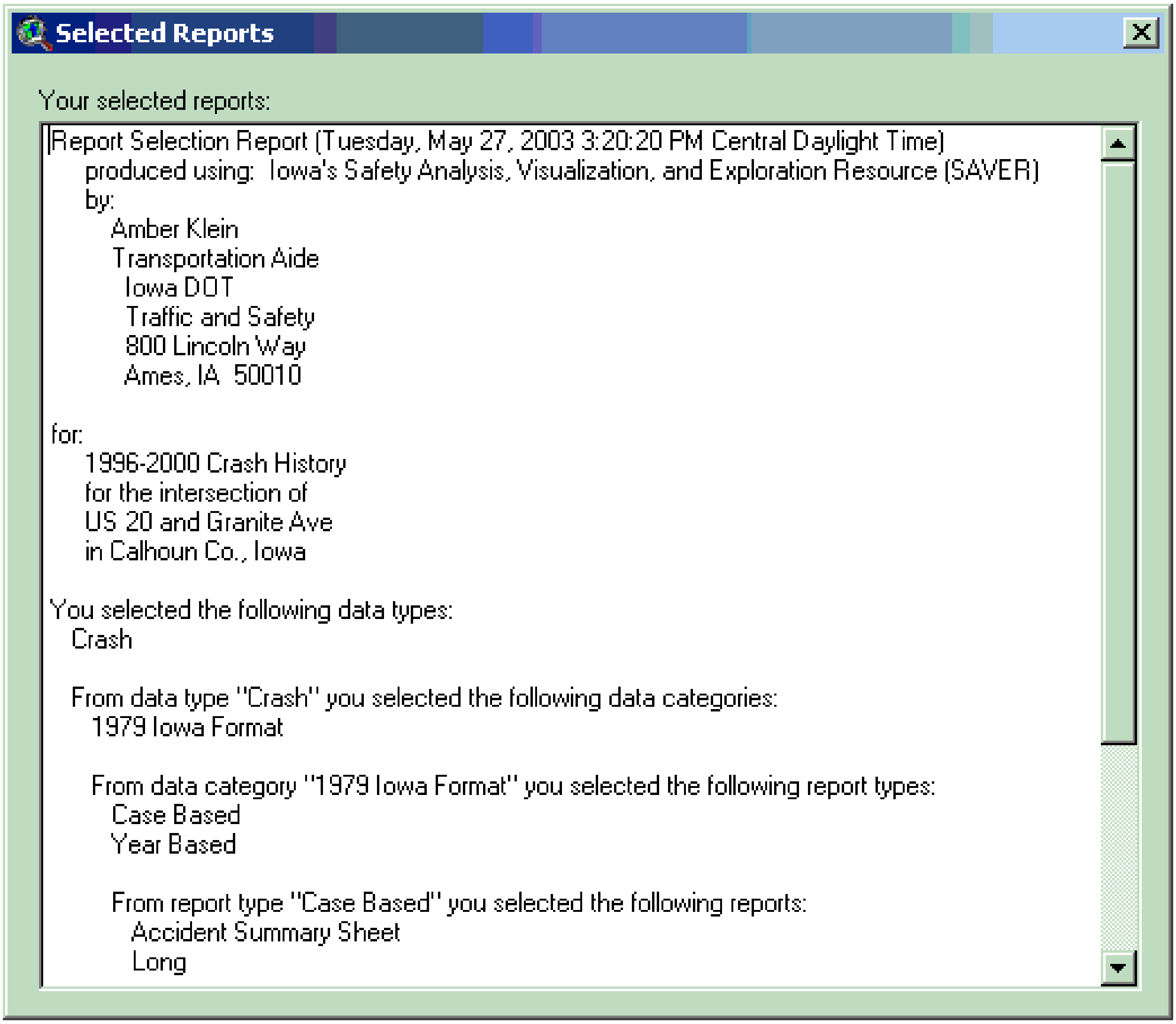

Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

Click on Next>>.

>>Next page>>

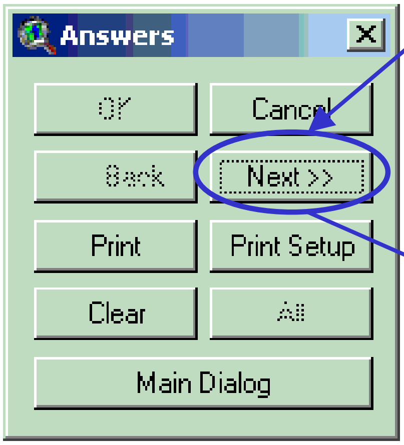
<< from Previous Page <<

The Selected Report dialog box will tell you what reports you picked.



Your selected reports:

```
Report Selection Report (Tuesday, May 27, 2003 3:20:20 PM Central Daylight Time)
    produced using:  Iowa's Safety Analysis, Visualization, and Exploration Resource (SAVER)
    by:
       Amber Klein
       Transportation Aide
        Iowa DOT
        Traffic and Safety
        800 Lincoln Way
        Ames, IA  50010

for:
    1996-2000 Crash History
    for the intersection of
    US 20 and Granite Ave
    in Calhoun Co., Iowa

You selected the following data types:
  Crash

  From data type "Crash" you selected the following data categories:
    1979 Iowa Format

    From data category "1979 Iowa Format" you selected the following report types:
      Case Based
      Year Based

      From report type "Case Based" you selected the following reports:
        Accident Summary Sheet
        Long
```

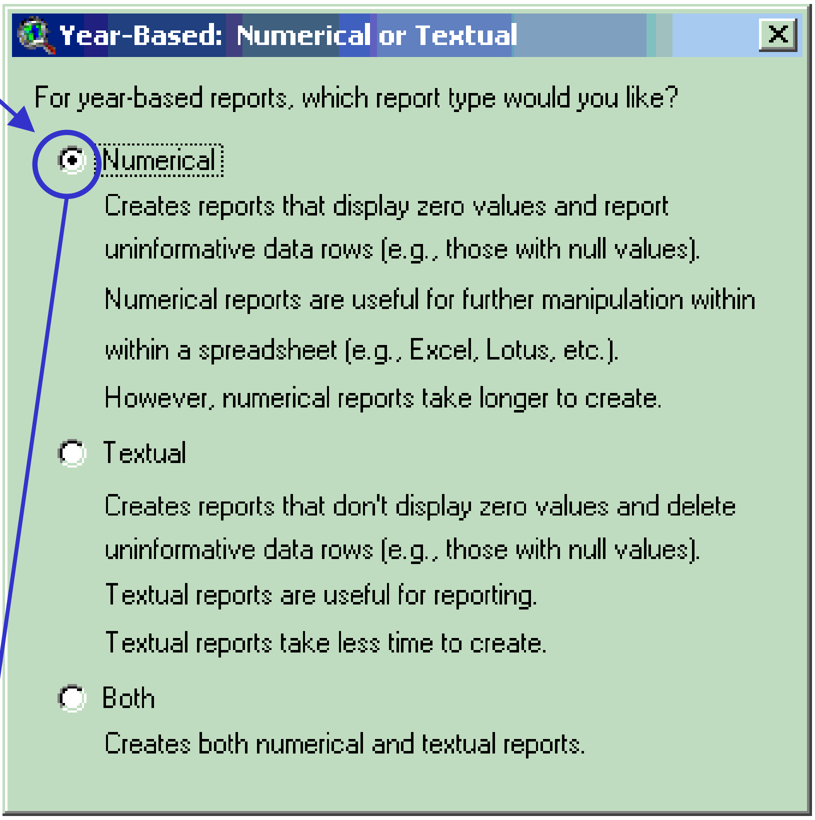


Click on Next>>.

>>Next page>>

<< from Previous Page <<

In the Year-Based Numerical or Textual dialog box click on the Numerical circle.



Year-Based: Numerical or Textual

For year-based reports, which report type would you like?

● Numerical

Creates reports that display zero values and report uninformative data rows (e.g., those with null values).

Numerical reports are useful for further manipulation within within a spreadsheet (e.g., Excel, Lotus, etc.).

However, numerical reports take longer to create.

○ Textual

Creates reports that don't display zero values and delete uninformative data rows (e.g., those with null values).

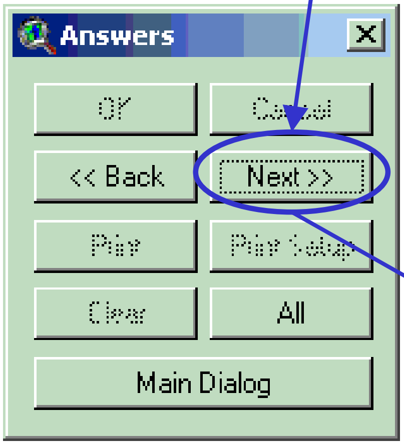
Textual reports are useful for reporting.

Textual reports take less time to create.

○ Both

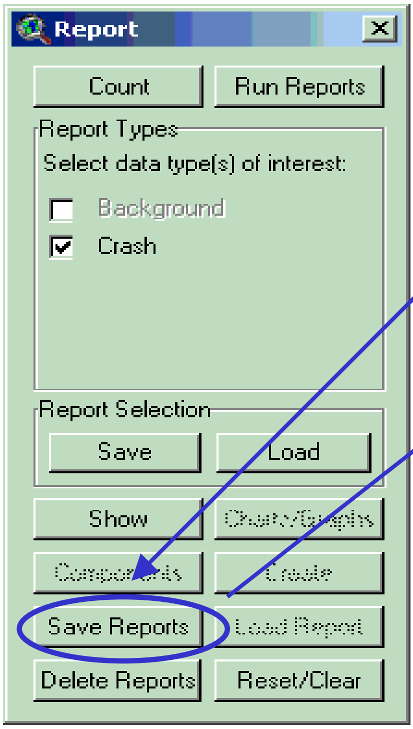
Creates both numerical and textual reports.

Click on Next>>.



The report will start collecting the data, if their a lot of crashes selected it could take some time to run all the reports.

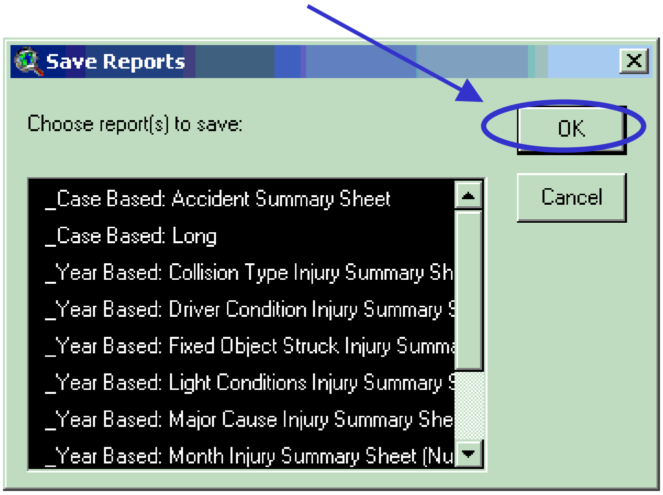
Save Reports.


Report
Count
Run Reports
Report Types
Report Selection
Save
Load
Show
Charts/Graphs
Components
Create
Save Reports
Load Report
Delete Reports
Reset/Clear

Select data type(s) of interest:
☐ Background
☑ Crash

Click on Save Reports .

In the Save Reports dialog box, hold down the Shift key and use the mouse to selected the reports you want to save. We want to save them all so highlight all of the reports. Click on OK


Save Reports
OK
Cancel

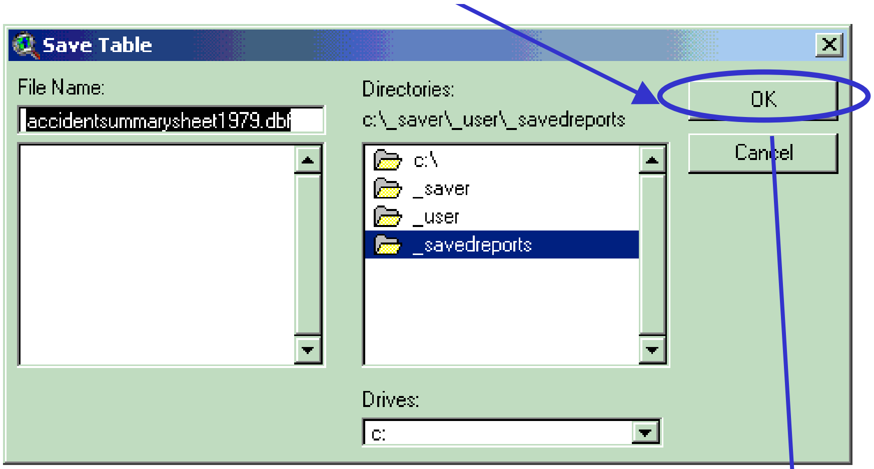
Choose report(s) to save:

- _Case Based: Accident Summary Sheet
- _Case Based: Long
- _Year Based: Collision Type Injury Summary Sh
- _Year Based: Driver Condition Injury Summary S
- _Year Based: Fixed Object Struck Injury Summa
- _Year Based: Light Conditions Injury Summary S
- _Year Based: Major Cause Injury Summary She
- _Year Based: Month Injury Summary Sheet (Nu

Click on OK

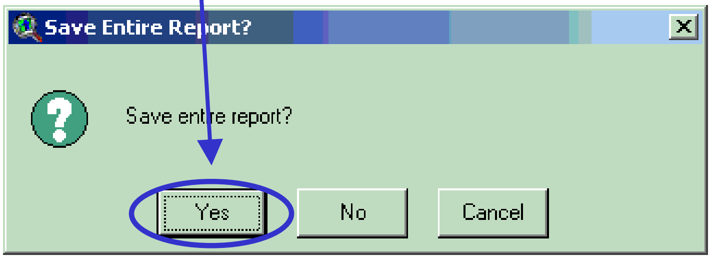
The report will automatically get saved under

c:_saver_user_savedreports.


Save Table
OK
Cancel
c:\
_saver
_user
_savedreports

File Name: accidentsummarysheet1979.dbf
Directories: c:_saver_user_savedreports
Drives: c:

Click on Yes


Save Entire Report?
Yes
No
Cancel

Save entire report?

Repeat the last two steps for every report that you want to save.

Excel Templates

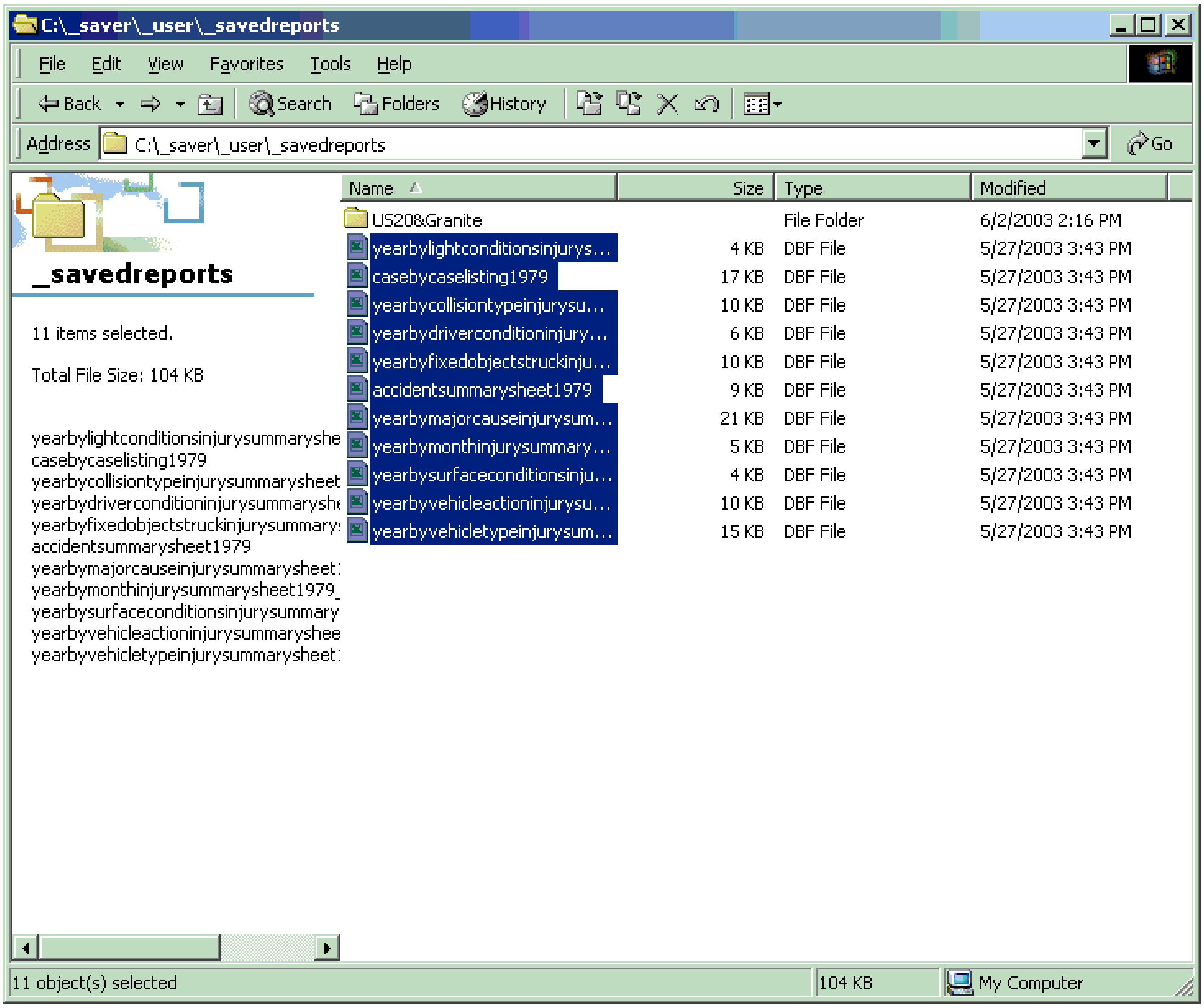
Open the saved report that can be found under: C:_saver_user_savedreports.

Create a New Folder, by going under File, New then click on Folder, label it US20&Granite.

(Name it so you can recognize it later)

Highlight the saved reports by holding the Shift key and using the left mouse button click on the reports

Cut them, by either going under Edit and Copy, using Ctrl+C, or by using the right button on the mouse and Copy, and Paste them, by either going under Edit and Paste, using Ctrl+V, or by using the right button on the mouse and Paste, into the New folder US20&Granite.



Address: C:_saver_user_savedreports

_savedreports

11 items selected.

Total File Size: 104 KB

yearbylightconditionsinjurysummaryshe
casebycaselisting1979
yearbycollisiontypeinjurysummarysheet
yearbydriverconditioninjurysummaryshe
yearbyfixedobjectstruckinjurysummary:
accidentsummarysheet1979
yearbymajorcauseinjurysummarysheet:
yearbymonthinjurysummarysheet1979_
yearbysurfaceconditionsinjurysummary
yearbyvehicleactioninjurysummaryshee
yearbyvehicletypeinjurysummarysheet:

Name	Size	Type	Modified
US20&Granite		File Folder	6/2/2003 2:16 PM
yearbylightconditionsinjurys...	4 KB	DBF File	5/27/2003 3:43 PM
casebycaselisting1979	17 KB	DBF File	5/27/2003 3:43 PM
yearbycollisiontypeinjurysu...	10 KB	DBF File	5/27/2003 3:43 PM
yearbydriverconditioninjury...	6 KB	DBF File	5/27/2003 3:43 PM
yearbyfixedobjectstruckinju...	10 KB	DBF File	5/27/2003 3:43 PM
accidentsummarysheet1979	9 KB	DBF File	5/27/2003 3:43 PM
yearbymajorcauseinjurysum...	21 KB	DBF File	5/27/2003 3:43 PM
yearbymonthinjurysummary...	5 KB	DBF File	5/27/2003 3:43 PM
yearbysurfaceconditionsinju...	4 KB	DBF File	5/27/2003 3:43 PM
yearbyvehicleactioninjurysu...	10 KB	DBF File	5/27/2003 3:43 PM
yearbyvehicletypeinjurysum...	15 KB	DBF File	5/27/2003 3:43 PM

11 object(s) selected | 104 KB | My Computer

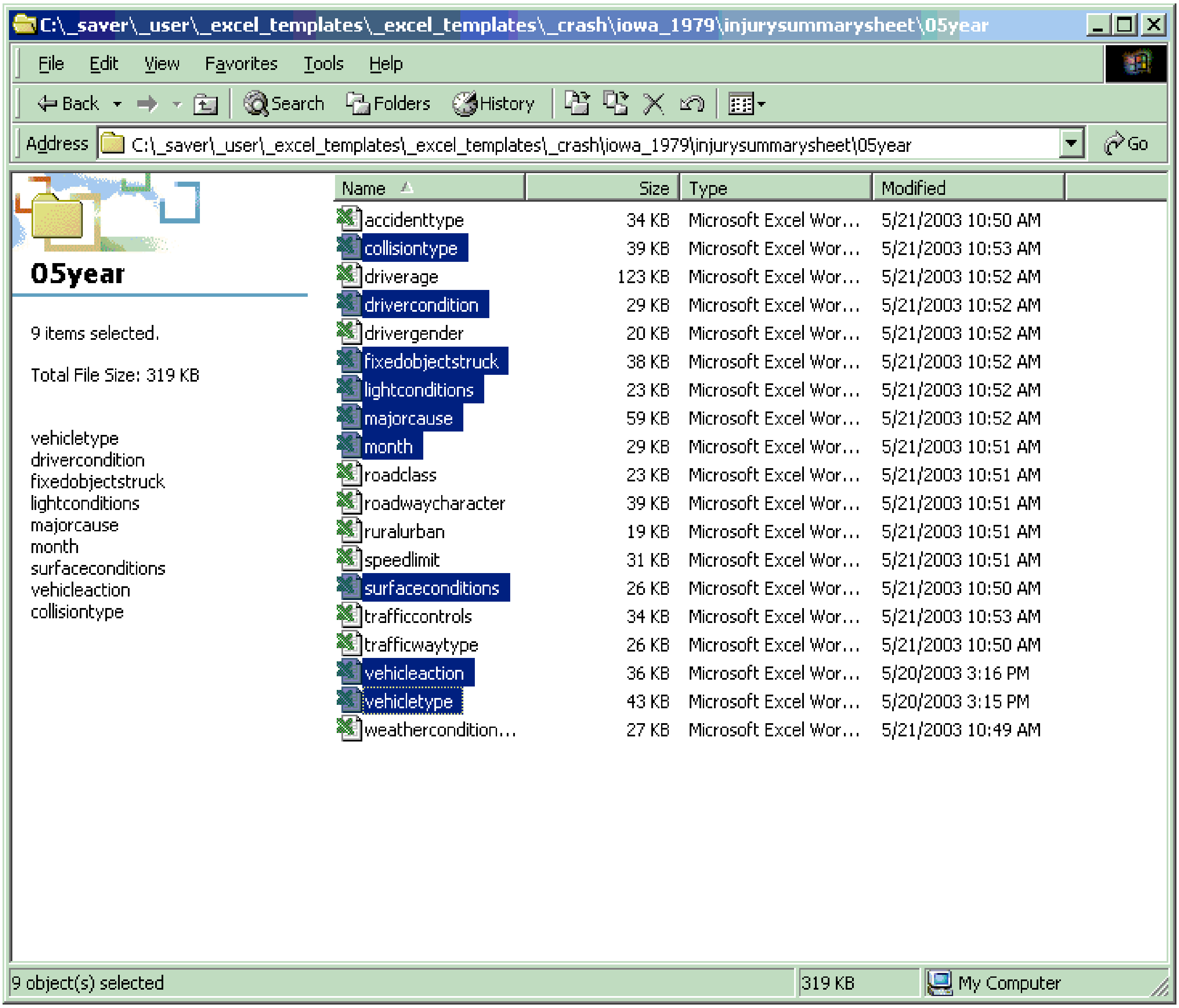
Now the saved reports can be found under C:_saver_user_savedreports\US20&Granite

Now we want to copy the Excel Templates into the Folder US20&Granite.
The Excel Templates for year based reports can be found under

C:_saver_user_excel_templates_excel_templates_crash\iowa_1979\injurysummarysheet\5year

Highlight the Templates we need by using the Ctrl key and the left mouse button.
Then Copy and Paste the templates into the new folder

C:_saver_user_savedreports\US20&Granite



C:_saver_user_excel_templates_excel_templates_crash\iowa_1979\injurysummarysheet\05year

05year

9 items selected.

Total File Size: 319 KB

vehicletype
drivercondition
fixedobjectstruck
lightconditions
majorcause
month
surfaceconditions
vehicleaction
collisiontype

Name	Size	Type	Modified
accidenttype	34 KB	Microsoft Excel Wor...	5/21/2003 10:50 AM
collisiontype	39 KB	Microsoft Excel Wor...	5/21/2003 10:53 AM
driverage	123 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
drivercondition	29 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
drivergender	20 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
fixedobjectstruck	38 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
lightconditions	23 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
majorcause	59 KB	Microsoft Excel Wor...	5/21/2003 10:52 AM
month	29 KB	Microsoft Excel Wor...	5/21/2003 10:51 AM
roadclass	23 KB	Microsoft Excel Wor...	5/21/2003 10:51 AM
roadwaycharacter	39 KB	Microsoft Excel Wor...	5/21/2003 10:51 AM
ruralurban	19 KB	Microsoft Excel Wor...	5/21/2003 10:51 AM
speedlimit	31 KB	Microsoft Excel Wor...	5/21/2003 10:51 AM
surfaceconditions	26 KB	Microsoft Excel Wor...	5/21/2003 10:50 AM
trafficcontrols	34 KB	Microsoft Excel Wor...	5/21/2003 10:53 AM
trafficwaytype	26 KB	Microsoft Excel Wor...	5/21/2003 10:50 AM
vehicleaction	36 KB	Microsoft Excel Wor...	5/20/2003 3:16 PM
vehicletype	43 KB	Microsoft Excel Wor...	5/20/2003 3:15 PM
weathercondition...	27 KB	Microsoft Excel Wor...	5/21/2003 10:49 AM

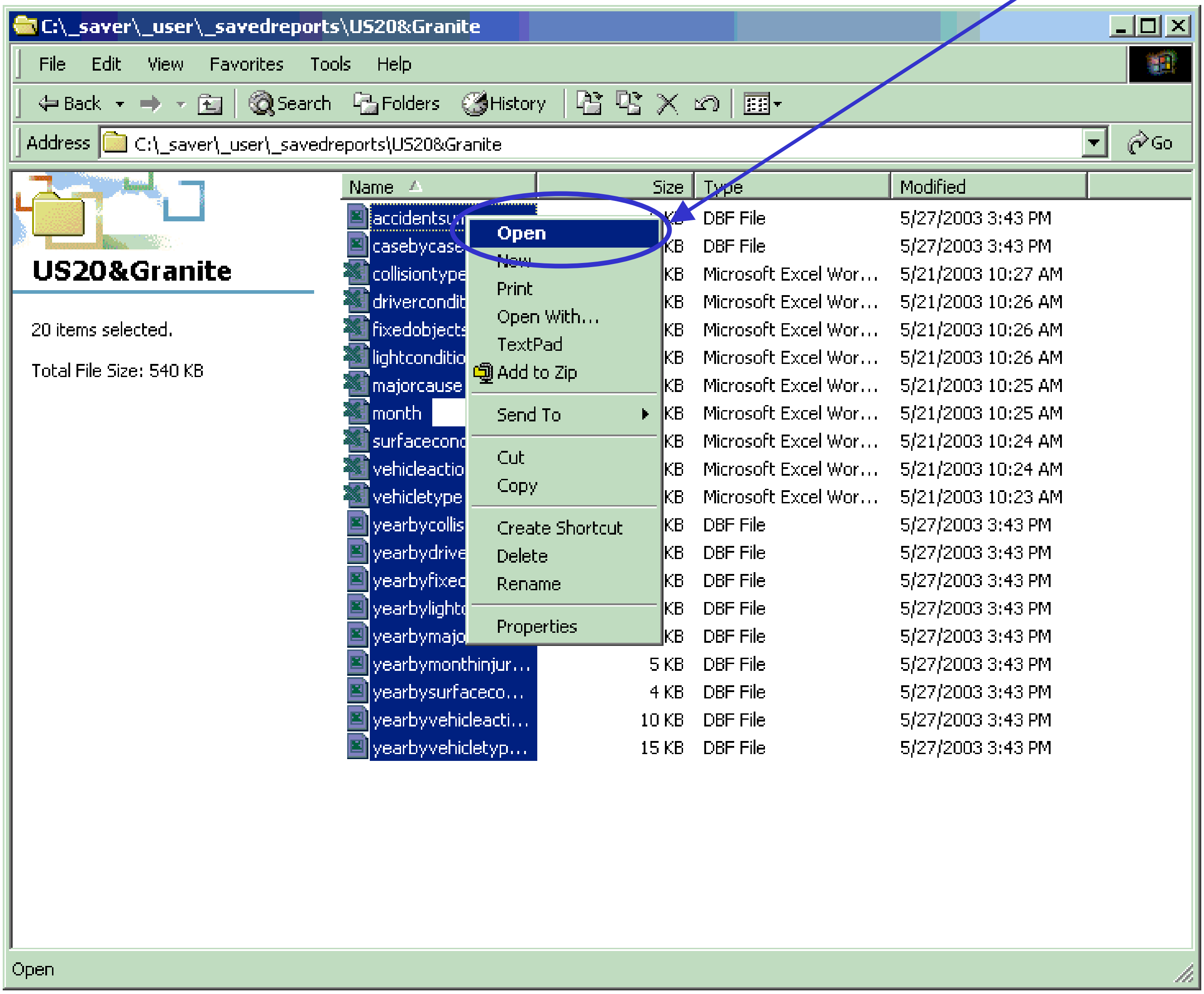
9 object(s) selected | 319 KB | My Computer

The Feature Count Report can also be saved under C:_saver_user_savedreports\US20&Granite

The folder will now contain the saved report and the selected Templates.

Open the reports and templates by highlighting them and right mouse click on them and click on Open.

The reports will open under Excel


C:_saver_user_savedreports\US20&Granite
File
Edit
View
Favorites
Tools
Help
Back
Search
Folders
History
Go
US20&Granite
Open
New
Print
Open With...
TextPad
Add to Zip
Send To
Cut
Copy
Create Shortcut
Delete
Rename
Properties
Open

Address C:_saver_user_savedreports\US20&Granite

20 items selected.

Total File Size: 540 KB

Name	Size	Type	Modified
accidentsu	KB	DBF File	5/27/2003 3:43 PM
casebycase	KB	DBF File	5/27/2003 3:43 PM
collisiontype	KB	Microsoft Excel Wor...	5/21/2003 10:27 AM
drivercondit	KB	Microsoft Excel Wor...	5/21/2003 10:26 AM
fixedobjects	KB	Microsoft Excel Wor...	5/21/2003 10:26 AM
lightconditio	KB	Microsoft Excel Wor...	5/21/2003 10:26 AM
majorcause	KB	Microsoft Excel Wor...	5/21/2003 10:25 AM
month	KB	Microsoft Excel Wor...	5/21/2003 10:25 AM
surfacecond	KB	Microsoft Excel Wor...	5/21/2003 10:24 AM
vehicleactio	KB	Microsoft Excel Wor...	5/21/2003 10:24 AM
vehicletype	KB	Microsoft Excel Wor...	5/21/2003 10:23 AM
yearbycollis	KB	DBF File	5/27/2003 3:43 PM
yearbydrive	KB	DBF File	5/27/2003 3:43 PM
yearbyfixed	KB	DBF File	5/27/2003 3:43 PM
yearbylightc	KB	DBF File	5/27/2003 3:43 PM
yearbymajo	KB	DBF File	5/27/2003 3:43 PM
yearbymonthinjur...	5 KB	DBF File	5/27/2003 3:43 PM
yearbysurfaceco...	4 KB	DBF File	5/27/2003 3:43 PM
yearbyvehicleacti...	10 KB	DBF File	5/27/2003 3:43 PM
yearbyvehicletyp...	15 KB	DBF File	5/27/2003 3:43 PM

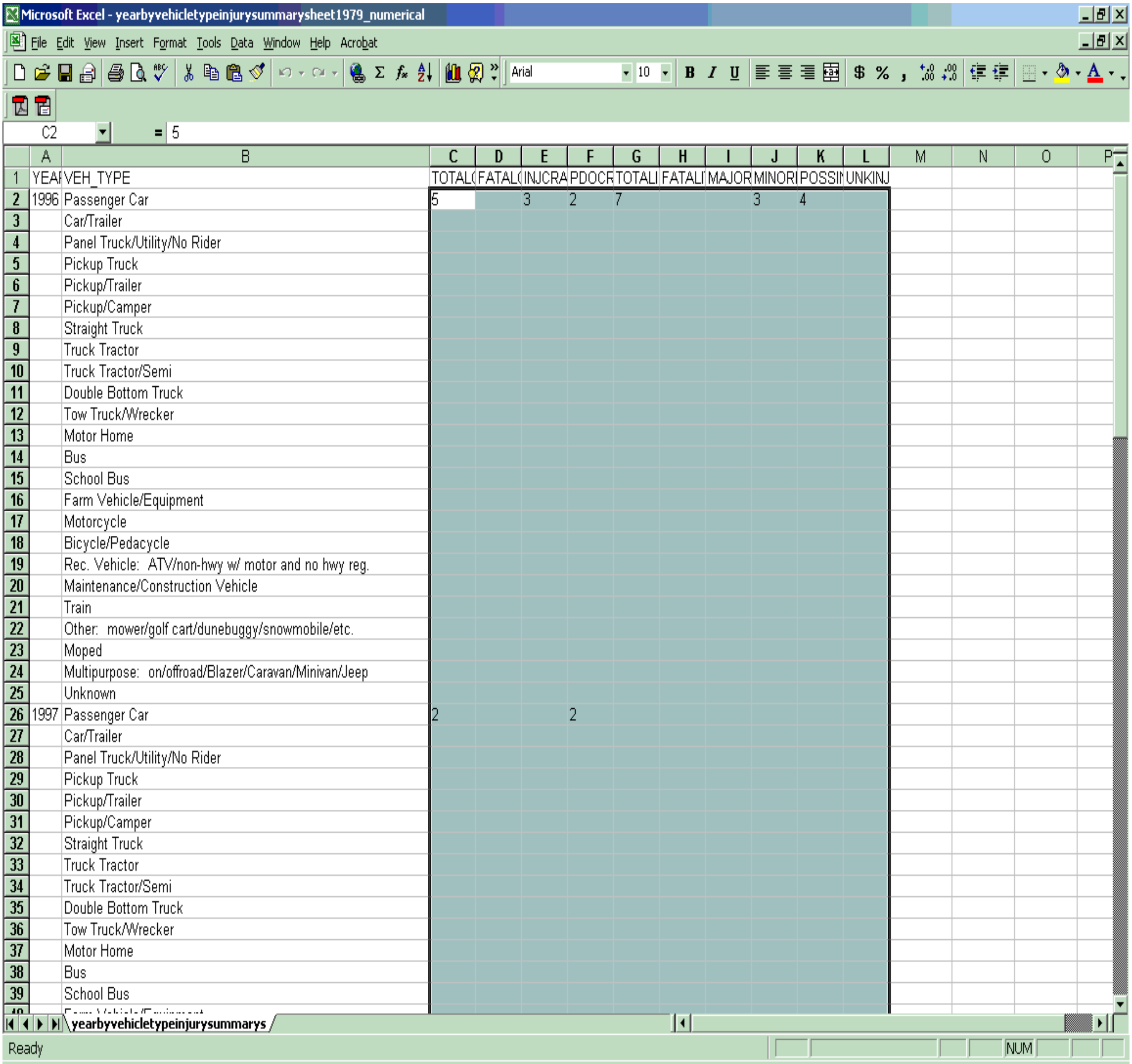
In Excel we will Cut the values from the report and Paste them into the Excel Templates

1. **Click on C2, making it the active cell**

2. **Hold down the Shift key and push End then Home and it will highlight the needed Data**

3. **Copy the highlighted data.**

4. **Open the corresponding Template which would be Vehicle Type.**


Microsoft Excel - yearbyvehicletypeinjurysummarysheet1979_numerical
File Edit View Insert Format Tools Data Window Help Acrobat
Arial
10
C2
= 5
yearbyvehicletypeinjurysummarys
Ready
NUM

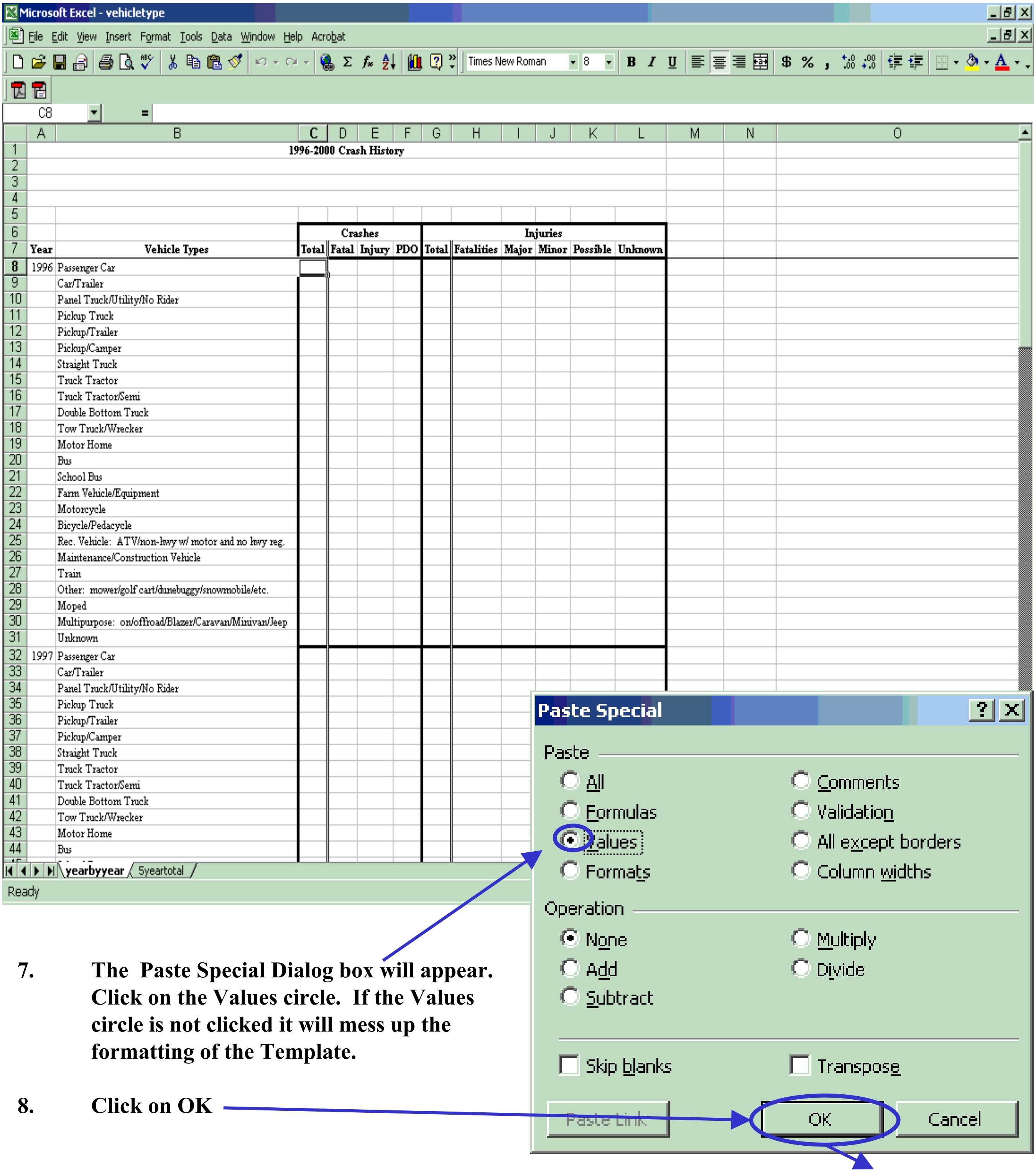
	A	B	C	D	E	F	G	H	I	J	K	L
1	YEAI	VEH_TYPE	TOTAL(	FATAL(	INJCRA	PDOCR	TOTALI	FATALI	MAJOR	MINORI	POSSII	UNKINJ
2	1996	Passenger Car	5		3	2	7			3	4	
3		Car/Trailer										
4		Panel Truck/Utility/No Rider										
5		Pickup Truck										
6		Pickup/Trailer										
7		Pickup/Camper										
8		Straight Truck										
9		Truck Tractor										
10		Truck Tractor/Semi										
11		Double Bottom Truck										
12		Tow Truck/Wrecker										
13		Motor Home										
14		Bus										
15		School Bus										
16		Farm Vehicle/Equipment										
17		Motorcycle										
18		Bicycle/Pedacycle										
19		Rec. Vehicle: ATV/non-hwy w/ motor and no hwy reg.										
20		Maintenance/Construction Vehicle										
21		Train										
22		Other: mower/golf cart/dunebuggy/snowmobile/etc.										
23		Moped										
24		Multipurpose: on/offroad/Blazer/Caravan/Minivan/Jeep										
25		Unknown										
26	1997	Passenger Car	2			2						
27		Car/Trailer										
28		Panel Truck/Utility/No Rider										
29		Pickup Truck										
30		Pickup/Trailer										
31		Pickup/Camper										
32		Straight Truck										
33		Truck Tractor										
34		Truck Tractor/Semi										
35		Double Bottom Truck										
36		Tow Truck/Wrecker										
37		Motor Home										
38		Bus										
39		School Bus										

>>Next page>>

<< from Previous Page <<

5. **Click on C8, making it the active Cell.**

6. **Now Paste Special the copied data. The Paste Special could be found under Edit and Paste special, or Right mouse click and Paste special. If the Paste special is not used it will mess up the formatting of the Templates.**


Microsoft Excel - vehicletype
File Edit View Insert Format Tools Data Window Help Acrobat
Times New Roman
8
C8
=
yearbyyear
5yeartotal
Ready
Paste Special
Paste Link
OK
Cancel

1996-2000 Crash History

Year	Vehicle Types	Crashes				Injuries					
		Total	Fatal	Injury	PDO	Total	Fatalities	Major	Minor	Possible	Unknown
1996	Passenger Car										
	Car/Trailer										
	Panel Truck/Utility/No Rider										
	Pickup Truck										
	Pickup/Trailer										
	Pickup/Camper										
	Straight Truck										
	Truck Tractor										
	Truck Tractor/Semi										
	Double Bottom Truck										
	Tow Truck/Wrecker										
	Motor Home										
	Bus										
	School Bus										
	Farm Vehicle/Equipment										
	Motorcycle										
	Bicycle/Pedacycle										
	Rec. Vehicle: ATV/non-hwy w/ motor and no hwy reg.										
	Maintenance/Construction Vehicle										
	Train										
	Other: mower/golf cart/dunebuggy/snowmobile/etc.										
	Moped										
	Multipurpose: on/offroad/Blazer/Caravan/Minivan/Jeep										
	Unknown										
1997	Passenger Car										
	Car/Trailer										
	Panel Truck/Utility/No Rider										
	Pickup Truck										
	Pickup/Trailer										
	Pickup/Camper										
	Straight Truck										
	Truck Tractor										
	Truck Tractor/Semi										
	Double Bottom Truck										
	Tow Truck/Wrecker										
	Motor Home										
	Bus										

Paste
○ All ○ Comments
○ Formulas ○ Validation
● Values ○ All except borders
○ Formats ○ Column widths

Operation
● None ○ Multiply
○ Add ○ Divide
○ Subtract

☐ Skip blanks ☐ Transpose

7. **The Paste Special Dialog box will appear. Click on the Values circle. If the Values circle is not clicked it will mess up the formatting of the Template.**

8. **Click on OK**

>>Next page>>

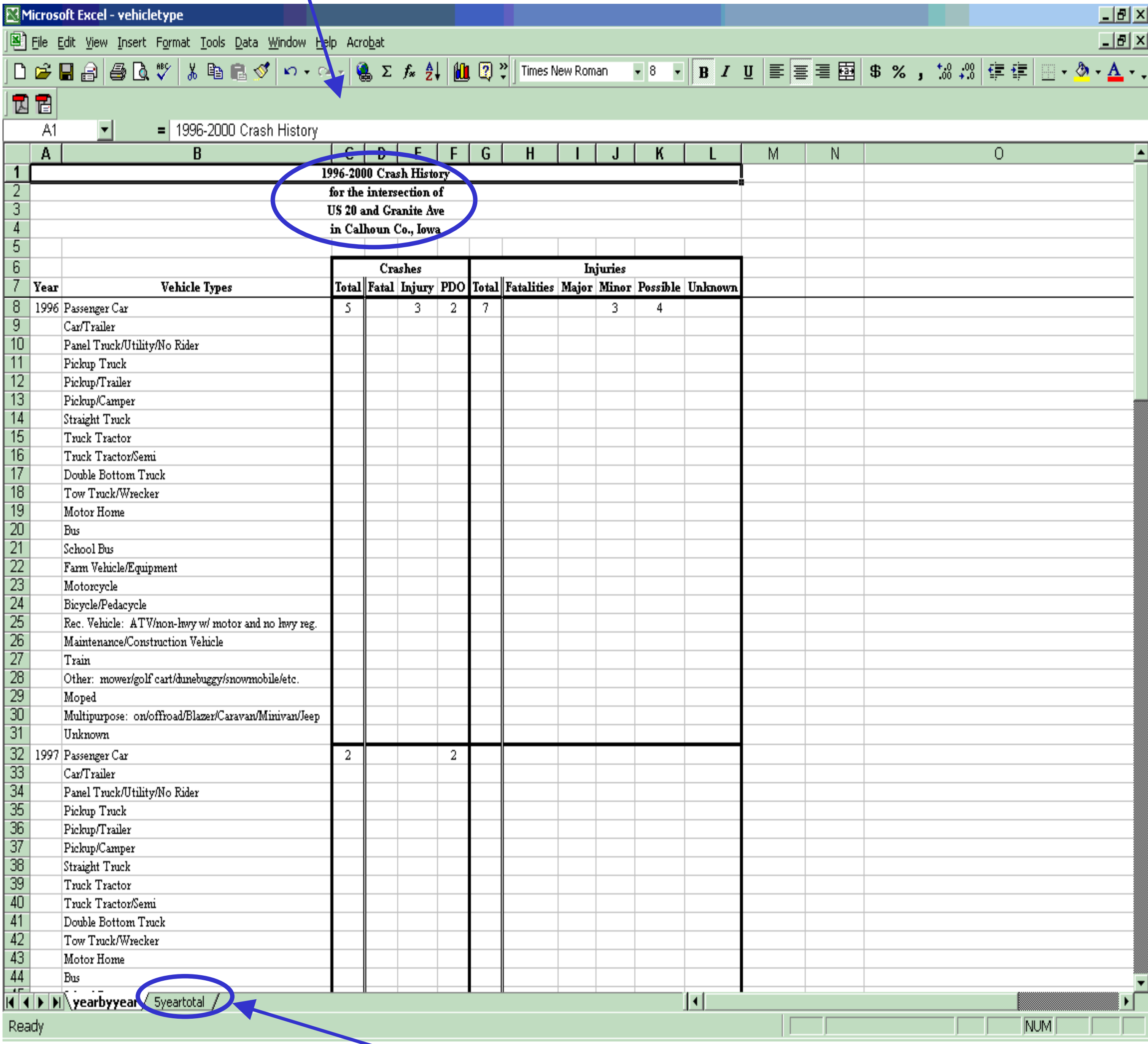
<< from Previous Page <<

9. The cells will show the copied data.

10. In lines A2, A3, A4 fill in with

- **a. for the intersection of**
- **b. US 20 and Granite Ave**
- **c. in Calhoun Co., Iowa**

11. Finally push the Save Button to save the changes to the Templates



Microsoft Excel - vehicletype
File
Edit
View
Insert
Format
Tools
Data
Window
Help
Acrobat
Times New Roman
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yearbyyear
5yeartotal
Ready
NUM

A1 = 1996-2000 Crash History

1996-2000 Crash History
for the intersection of
US 20 and Granite Ave
in Calhoun Co., Iowa

	Year	Vehicle Types	Crashes				Injuries					
			Total	Fatal	Injury	PDO	Total	Fatalities	Major	Minor	Possible	Unknown
8	1996	Passenger Car	5		3	2	7			3	4	
9		Car/Trailer										
10		Panel Truck/Utility/No Rider										
11		Pickup Truck										
12		Pickup/Trailer										
13		Pickup/Camper										
14		Straight Truck										
15		Truck Tractor										
16		Truck Tractor/Semi										
17		Double Bottom Truck										
18		Tow Truck/Wrecker										
19		Motor Home										
20		Bus										
21		School Bus										
22		Farm Vehicle/Equipment										
23		Motorcycle										
24		Bicycle/Pedacycle										
25		Rec. Vehicle: ATV/non-hwy w/ motor and no hwy reg.										
26		Maintenance/Construction Vehicle										
27		Train										
28		Other: mower/golf cart/dunebuggy/snowmobile/etc.										
29		Moped										
30		Multipurpose: on/offroad/Blazer/Caravan/Minivan/Jeep										
31		Unknown										
32	1997	Passenger Car	2			2						
33		Car/Trailer										
34		Panel Truck/Utility/No Rider										
35		Pickup Truck										
36		Pickup/Trailer										
37		Pickup/Camper										
38		Straight Truck										
39		Truck Tractor										
40		Truck Tractor/Semi										
41		Double Bottom Truck										
42		Tow Truck/Wrecker										
43		Motor Home										
44		Bus										

To see the Years Totaled Click on the Tab 10yeartotal

>>Next page>>

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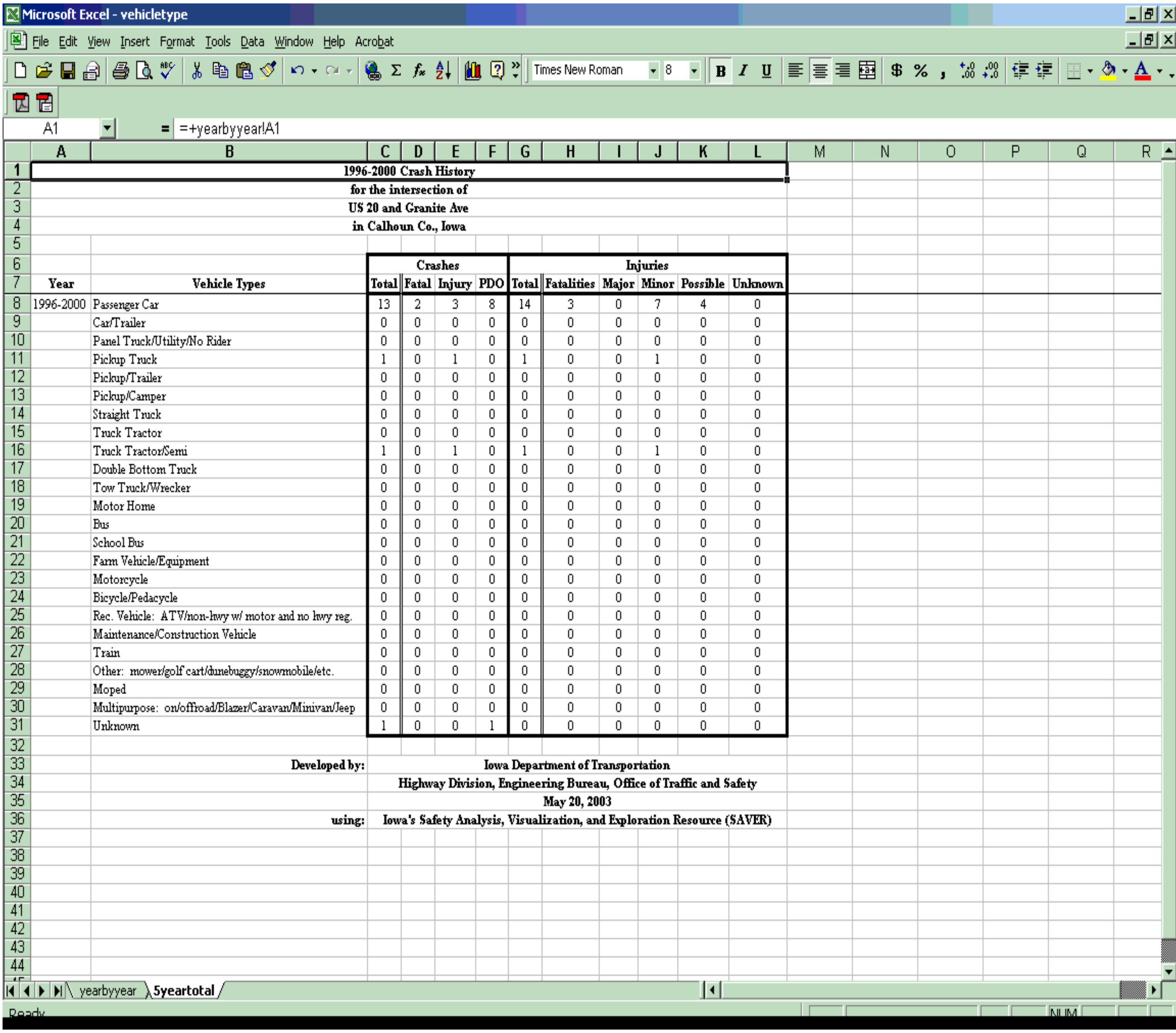
The Excel Templates will automatically calculate the totals.

Repeat steps 1-10 for all of the year based reports.


Microsoft Excel - vehicletype
File Edit View Insert Format Tools Data Window Help Acrobat
Times New Roman
8
A1
= =+yearbyyear!A1
yearbyyear
5yeartotal
Ready
NUM

1996-2000 Crash History
for the intersection of
US 20 and Granite Ave
in Calhoun Co., Iowa

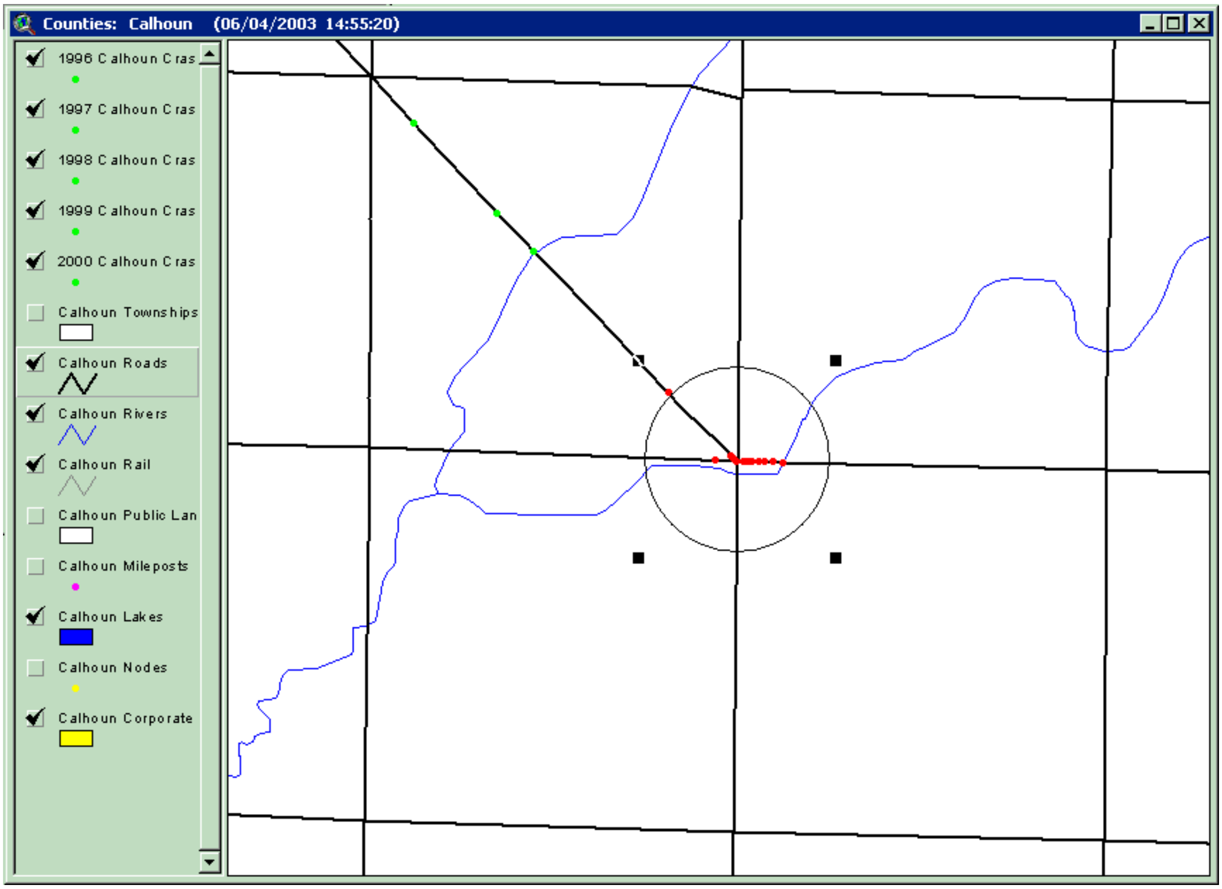
		Crashes				Injuries					
Year	**Vehicle Types**	**Total**	**Fatal**	**Injury**	**PDO**	**Total**	**Fatalities**	**Major**	**Minor**	**Possible**	**Unknown**
1996-2000	Passenger Car	13	2	3	8	14	3	0	7	4	0
	Car/Trailer	0	0	0	0	0	0	0	0	0	0
	Panel Truck/Utility/No Rider	0	0	0	0	0	0	0	0	0	0
	Pickup Truck	1	0	1	0	1	0	0	1	0	0
	Pickup/Trailer	0	0	0	0	0	0	0	0	0	0
	Pickup/Camper	0	0	0	0	0	0	0	0	0	0
	Straight Truck	0	0	0	0	0	0	0	0	0	0
	Truck Tractor	0	0	0	0	0	0	0	0	0	0
	Truck Tractor/Semi	1	0	1	0	1	0	0	1	0	0
	Double Bottom Truck	0	0	0	0	0	0	0	0	0	0
	Tow Truck/Wrecker	0	0	0	0	0	0	0	0	0	0
	Motor Home	0	0	0	0	0	0	0	0	0	0
	Bus	0	0	0	0	0	0	0	0	0	0
	School Bus	0	0	0	0	0	0	0	0	0	0
	Farm Vehicle/Equipment	0	0	0	0	0	0	0	0	0	0
	Motorcycle	0	0	0	0	0	0	0	0	0	0
	Bicycle/Pedacycle	0	0	0	0	0	0	0	0	0	0
	Rec. Vehicle: ATV/non-hwy w/ motor and no hwy reg.	0	0	0	0	0	0	0	0	0	0
	Maintenance/Construction Vehicle	0	0	0	0	0	0	0	0	0	0
	Train	0	0	0	0	0	0	0	0	0	0
	Other: mower/golf cart/dunebuggy/snowmobile/etc.	0	0	0	0	0	0	0	0	0	0
	Moped	0	0	0	0	0	0	0	0	0	0
	Multipurpose: on/offroad/Blazer/Caravan/Minivan/Jeep	0	0	0	0	0	0	0	0	0	0
	Unknown	1	0	0	1	0	0	0	0	0	0

Developed by: **Iowa Department of Transportation**
Highway Division, Engineering Bureau, Office of Traffic and Safety
May 20, 2003
using: **Iowa's Safety Analysis, Visualization, and Exploration Resource (SAVER)**

Stacking

Now click the ☑ Calhoun Roads **button making it highlighted or raised up.**

Then use the Clear Selected Feature **to unselected the roads, turning them black.**

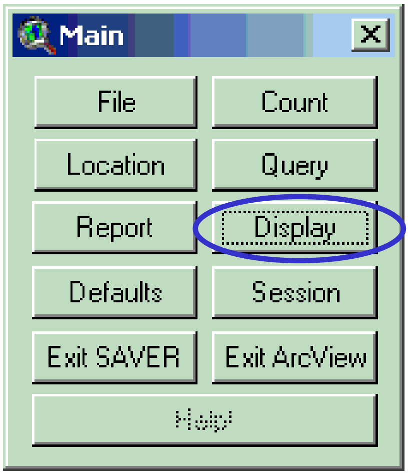


Counties: Calhoun (06/04/2003 14:55:20)

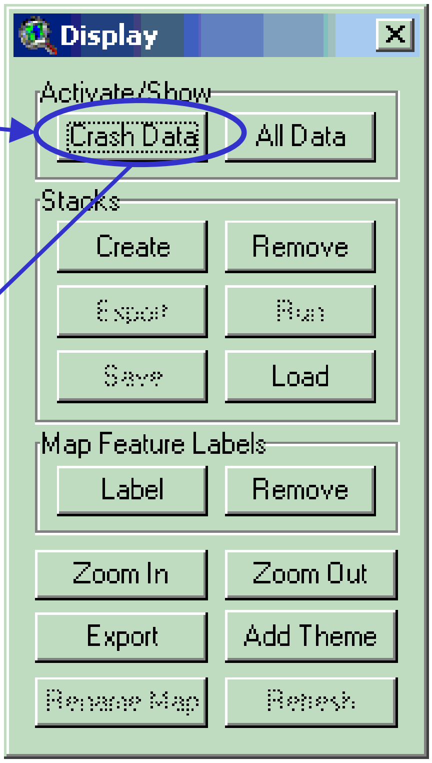
- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate

>>Next page>>

<< from Previous Page <<

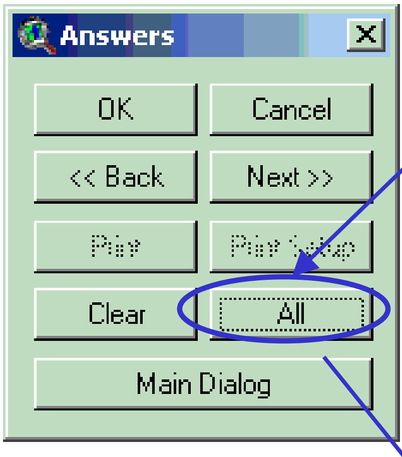

Main
File
Count
Location
Query
Report
Display
Defaults
Session
Exit SAVER
Exit ArcView
Help

Click on Display

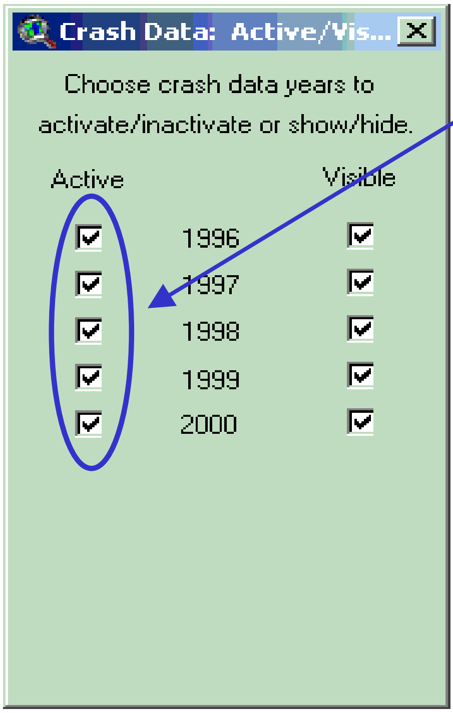

Display
Activate/Show
Crash Data
All Data
Stacks
Create
Remove
Export
Run
Save
Load
Map Feature Labels
Label
Remove
Zoom In
Zoom Out
Export
Add Theme
Rename Map
Refresh

Click on Crash Data

Click on All


Answers
OK
Cancel
<< Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

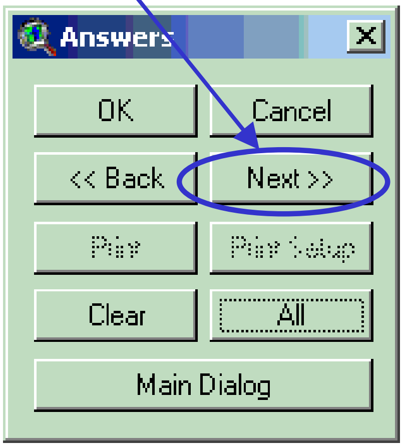
All the Years will have a Check in the Active Columns.

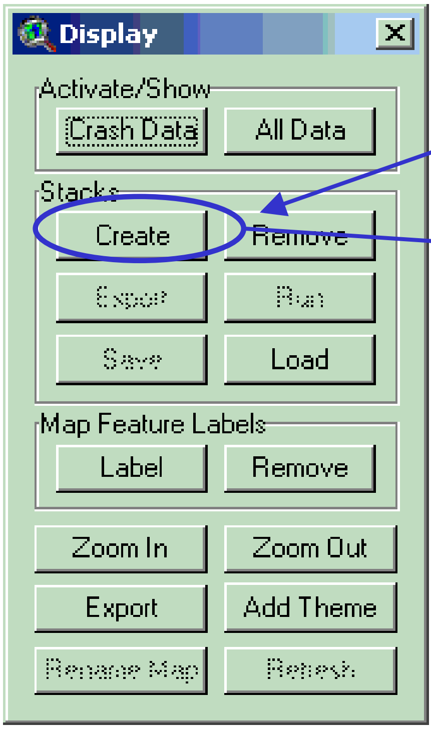

Crash Data: Active/Vis...

Choose crash data years to activate/inactivate or show/hide.

Active		Visible
☑	1996	☑
☑	1997	☑
☑	1998	☑
☑	1999	☑
☑	2000	☑

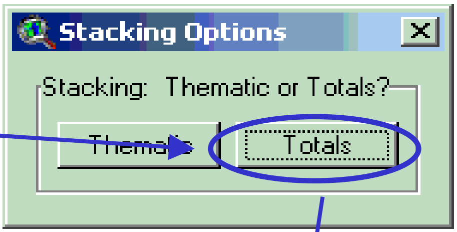
Click on Next>>


Answers
OK
Cancel
<< Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

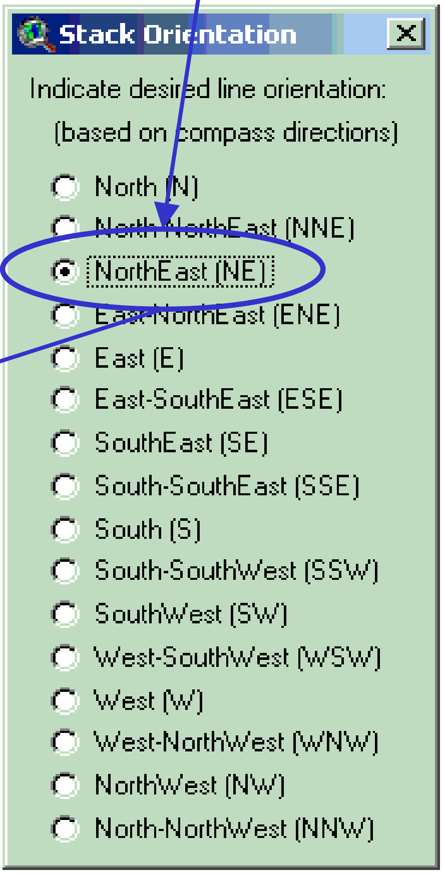

Display
Activate/Show
Crash Data
All Data
Stacks
Create
Remove
Export
Run
Save
Load
Map Feature Labels
Label
Remove
Zoom In
Zoom Out
Export
Add Theme
Rename Map
Refresh

To Create Stacks Click on Create

Click on Totals


Stacking Options
Stacking: Thematic or Totals?
Thematic
Totals

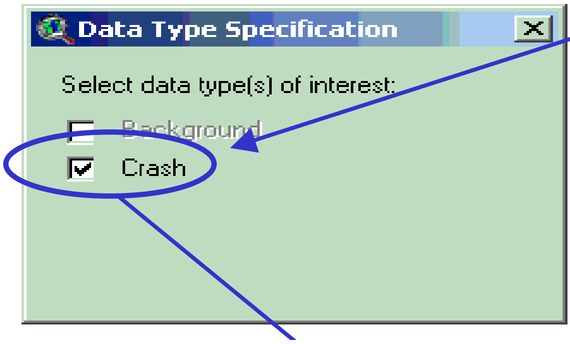
Click on NorthEast (NE)


Stack Orientation

Indicate desired line orientation:
(based on compass directions)

○ North (N)
○ North-NorthEast (NNE)
● NorthEast (NE)
○ East-NorthEast (ENE)
○ East (E)
○ East-SouthEast (ESE)
○ SouthEast (SE)
○ South-SouthEast (SSE)
○ South (S)
○ South-SouthWest (SSW)
○ SouthWest (SW)
○ West-SouthWest (WSW)
○ West (W)
○ West-NorthWest (WNW)
○ NorthWest (NW)
○ North-NorthWest (NNW)

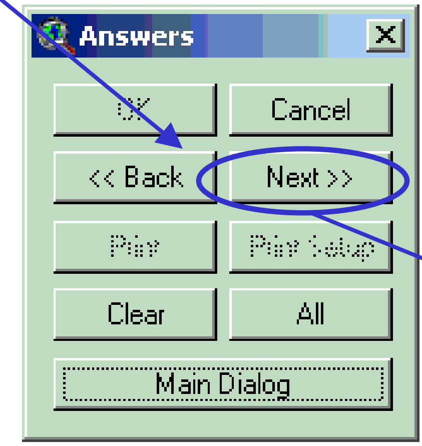
Click on the Crash check box.


Data Type Specification

Select data type(s) of interest:

☐ Background
☑ Crash

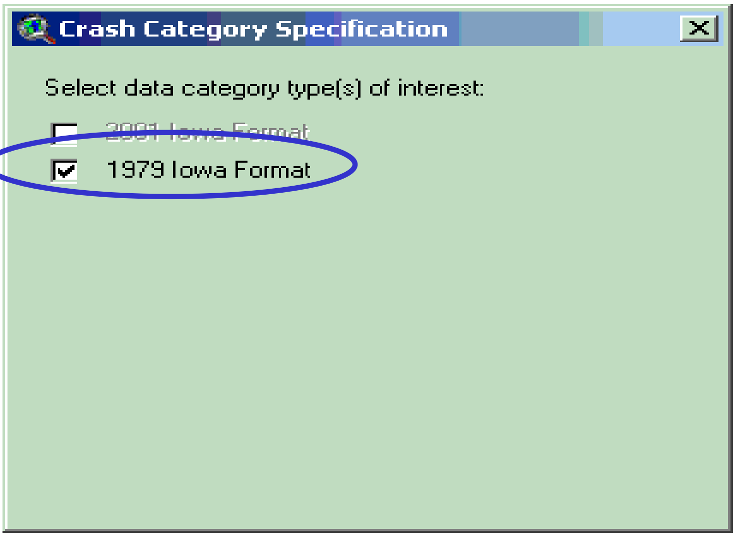
Click on Next >>


Answers
OK
Cancel
<< Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

>>Next page>>

<< from Previous Page <<

Click on 1997 Iowa Format check box

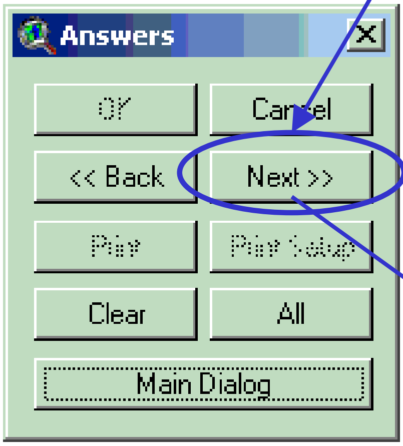

Crash Category Specification

Select data category type(s) of interest:

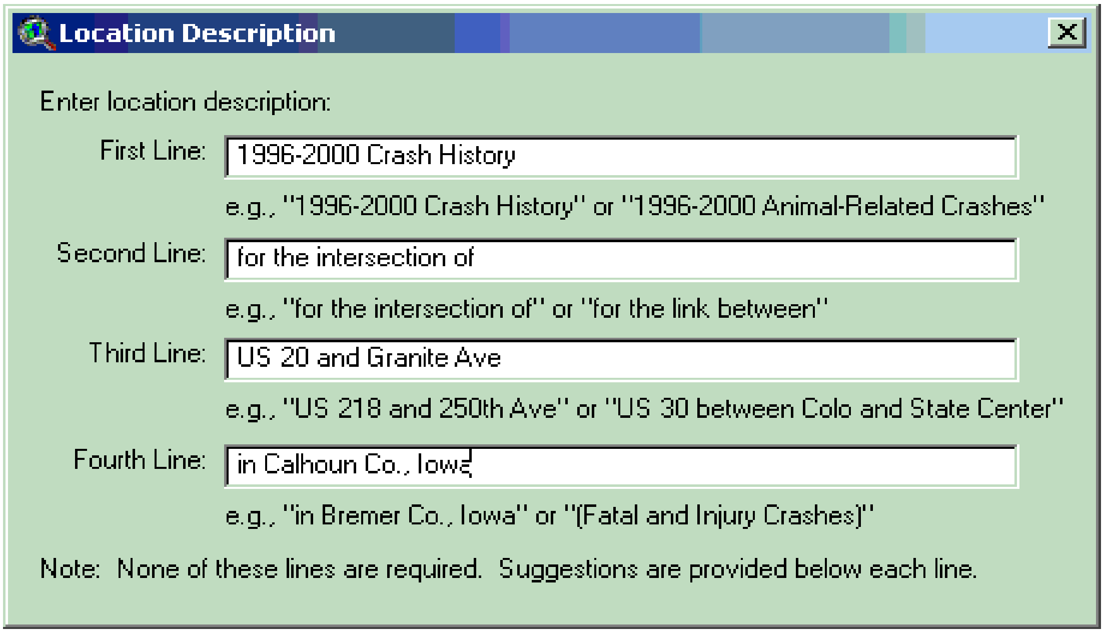
☐ 2001 Iowa Format

☑ 1979 Iowa Format

Click on Next >>


Answers
OK
Cancel
<< Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

Enter the Location Description if not already entered.


Location Description

Enter location description:

First Line: 1996-2000 Crash History

e.g., "1996-2000 Crash History" or "1996-2000 Animal-Related Crashes"

Second Line: for the intersection of

e.g., "for the intersection of" or "for the link between"

Third Line: US 20 and Granite Ave

e.g., "US 218 and 250th Ave" or "US 30 between Colo and State Center"

Fourth Line: in Calhoun Co., Iowa

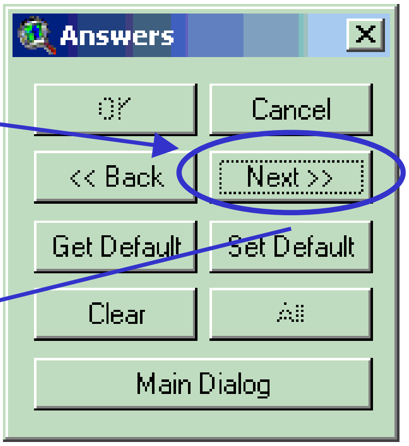
e.g., "in Bremer Co., Iowa" or "(Fatal and Injury Crashes)"

Note: None of these lines are required. Suggestions are provided below each line.

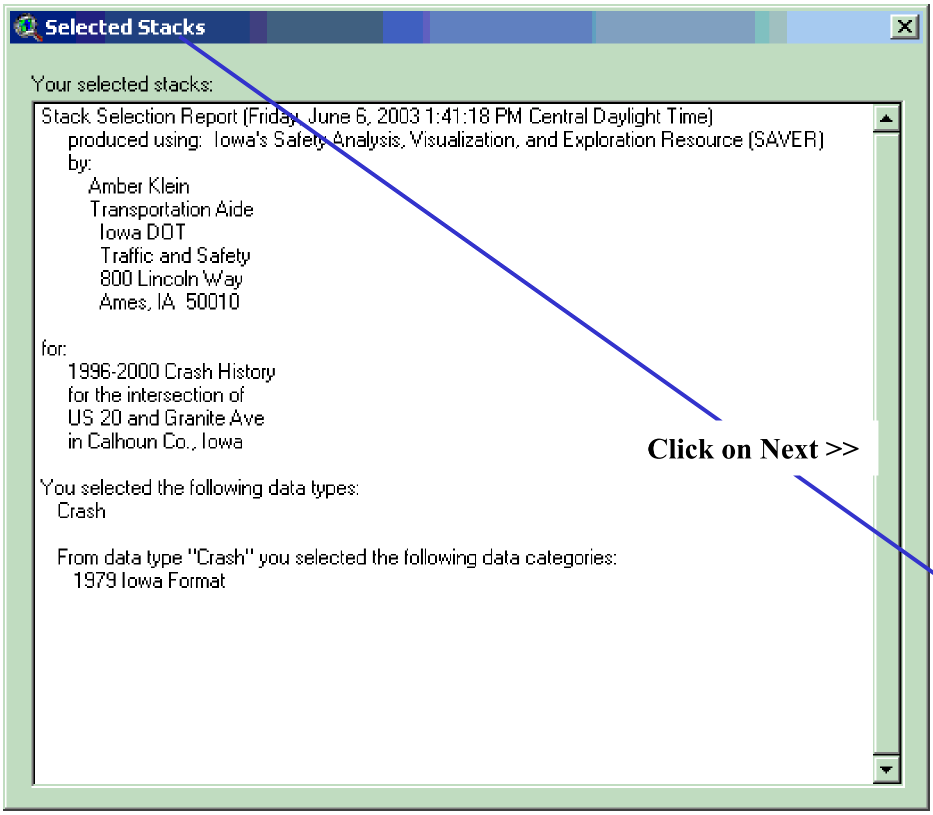
>>Next page>>

<< from Previous Page <<

Click on Next >>


Answers
OK
Cancel
<< Back
Next >>
Get Default
Set Default
Clear
All
Main Dialog

The Selected stacks dialog box will showing you what you just asked for.


Selected Stacks

Your selected stacks:

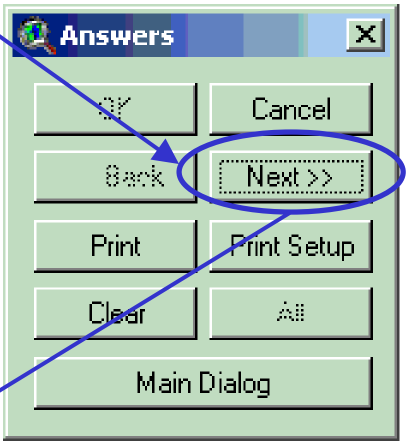
Stack Selection Report (Friday, June 6, 2003 1:41:18 PM Central Daylight Time)
produced using: Iowa's Safety Analysis, Visualization, and Exploration Resource (SAVER)
by:
Amber Klein
Transportation Aide
Iowa DOT
Traffic and Safety
800 Lincoln Way
Ames, IA 50010

for:
1996-2000 Crash History
for the intersection of
US 20 and Granite Ave
in Calhoun Co., Iowa

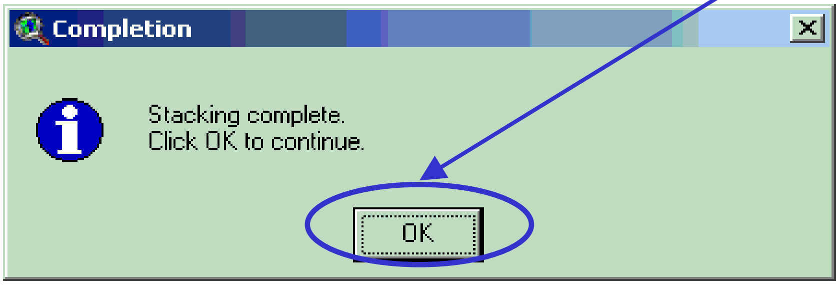
You selected the following data types:
Crash

From data type "Crash" you selected the following data categories:
1979 Iowa Format

Click on Next >>


Answers
OK
Cancel
Back
Next >>
Print
Print Setup
Clear
All
Main Dialog

Click on OK


Completion
OK

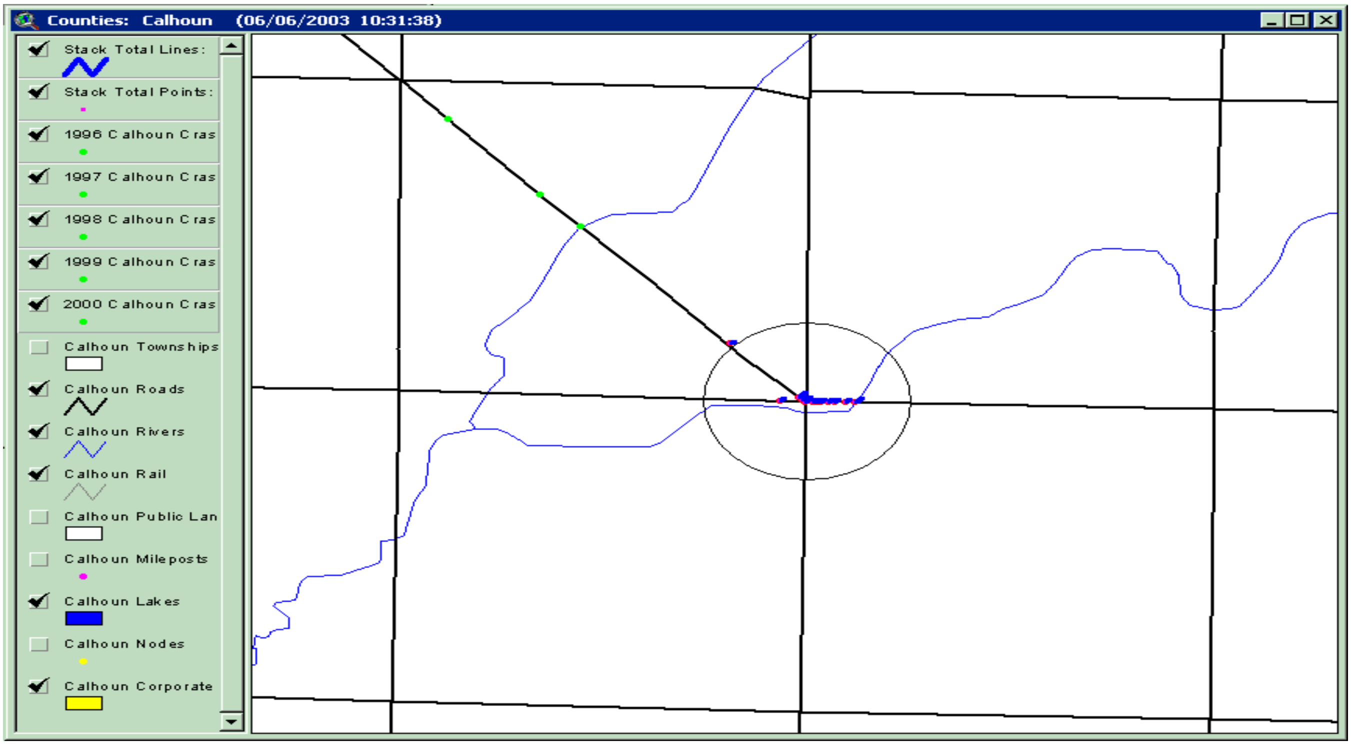
Stacking complete.
Click OK to continue.

>>Next page>>

<< from Previous Page <<

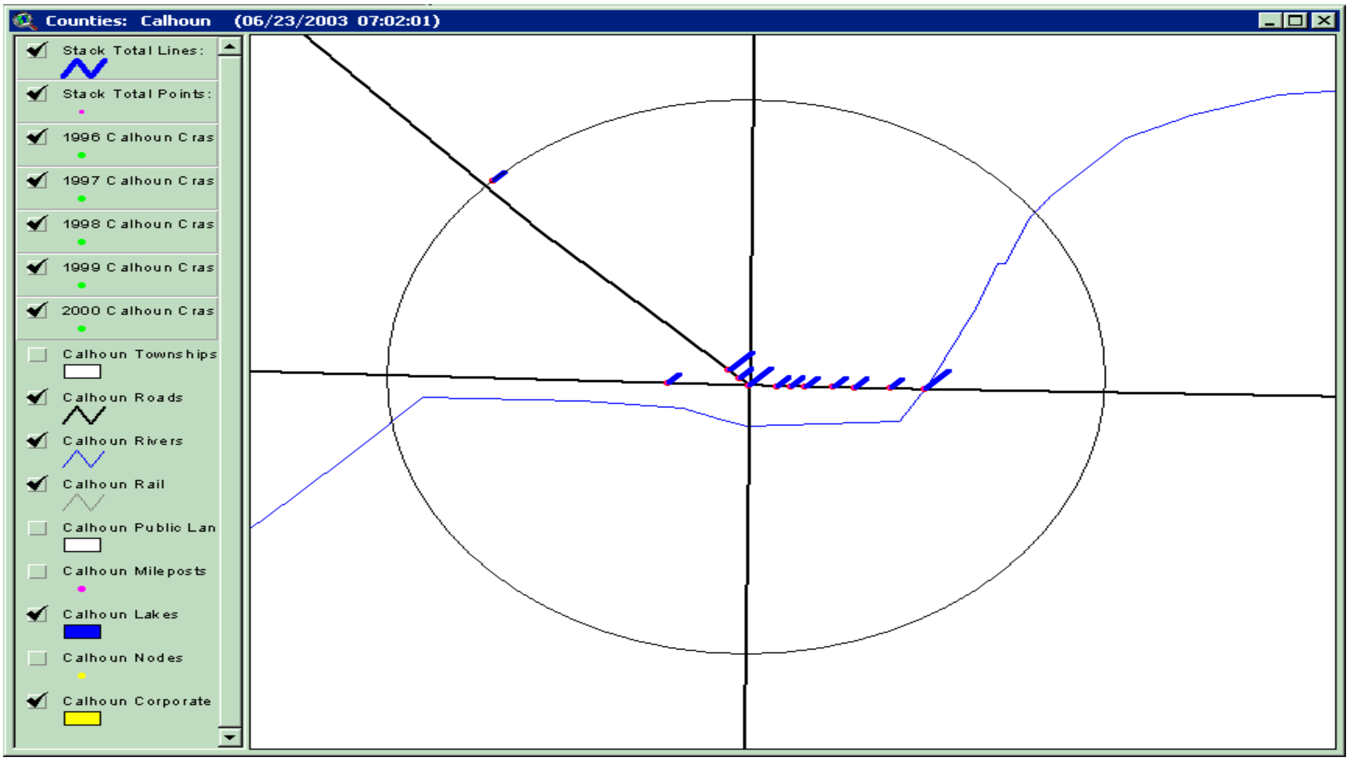
The Map with the stacks will appear.

Use the Zoom in button 🔍 to get a closer look at the stacks.



Counties: Calhoun (06/06/2003 10:31:38)

- ☑ Stack Total Lines:
- ☑ Stack Total Points:
- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate



Counties: Calhoun (06/23/2003 07:02:01)

- ☑ Stack Total Lines:
- ☑ Stack Total Points:
- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate

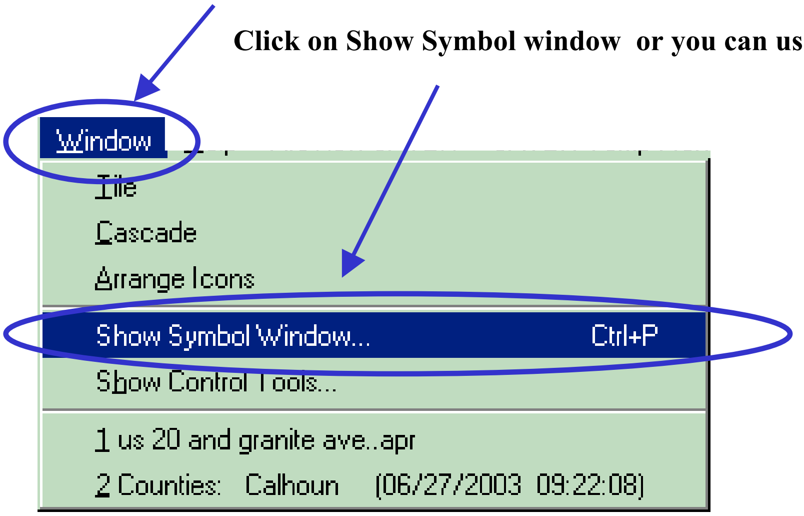
Labeling the Roads

To specify the font, style, size and color.

Use the Pointer tool and select by clicking anywhere on the view, this is to make sure no text or graphics are selected.

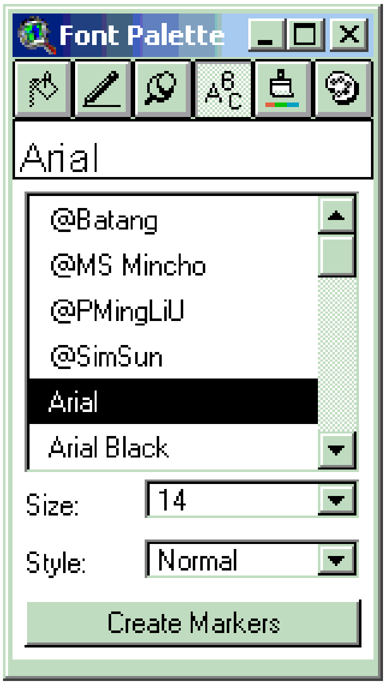
Click on the Window Menu

Click on Show Symbol window or you can use Ctrl+P.


Window
Tile
Cascade
Arrange Icons
Show Symbol Window... Ctrl+P
Show Control Tools...
1 us 20 and granite ave..apr
2 Counties: Calhoun (06/27/2003 09:22:08)

Choose the font, style, size and color you want.

For our example we will use Arial, Normal, 14, and black.


Font Palette
Arial
@Batang
@MS Mincho
@PMingLiU
@SimSun
Arial
Arial Black
Create Markers

Size: 14

Style: Normal

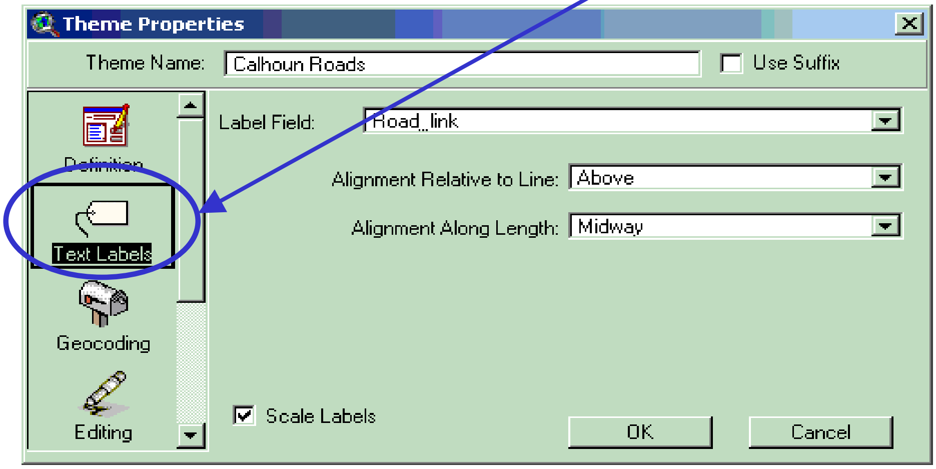
To set a theme text label property.

Click the **Button making it active.**

Calhoun Roads

Click the Theme Properties Button **or use the Theme menu and choose Property.**

In the Theme Properties dialog that appears click the Text Label button



Theme Properties
Definition
Text Labels
Geocoding
Editing
OK
Cancel

Theme Name: Calhoun Roads

☐ Use Suffix

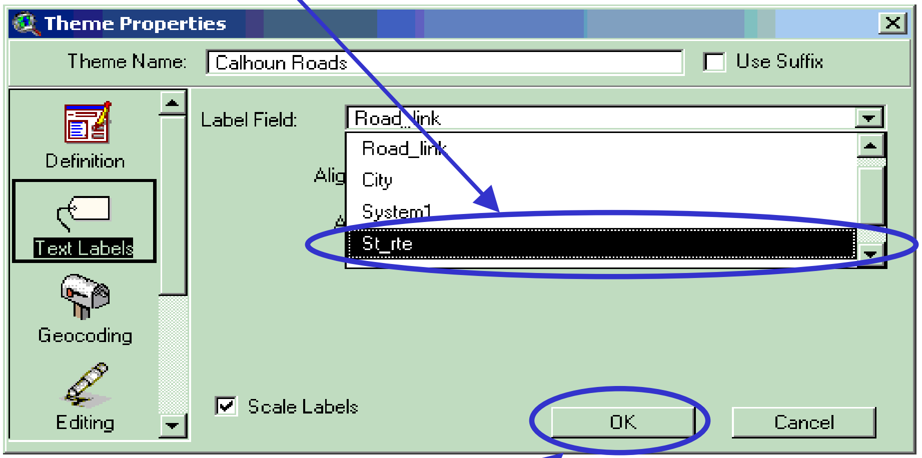
Label Field: Road_link

Alignment Relative to Line: Above

Alignment Along Length: Midway

☑ Scale Labels

Choose St_rte from the Label Field dropdown list



Theme Properties
Definition
Text Labels
Geocoding
Editing
OK
Cancel

Theme Name: Calhoun Roads

☐ Use Suffix

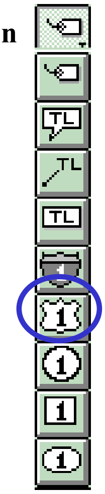
Label Field: Road_link

- Road_link
- City
- System1
- St_rte

☑ Scale Labels

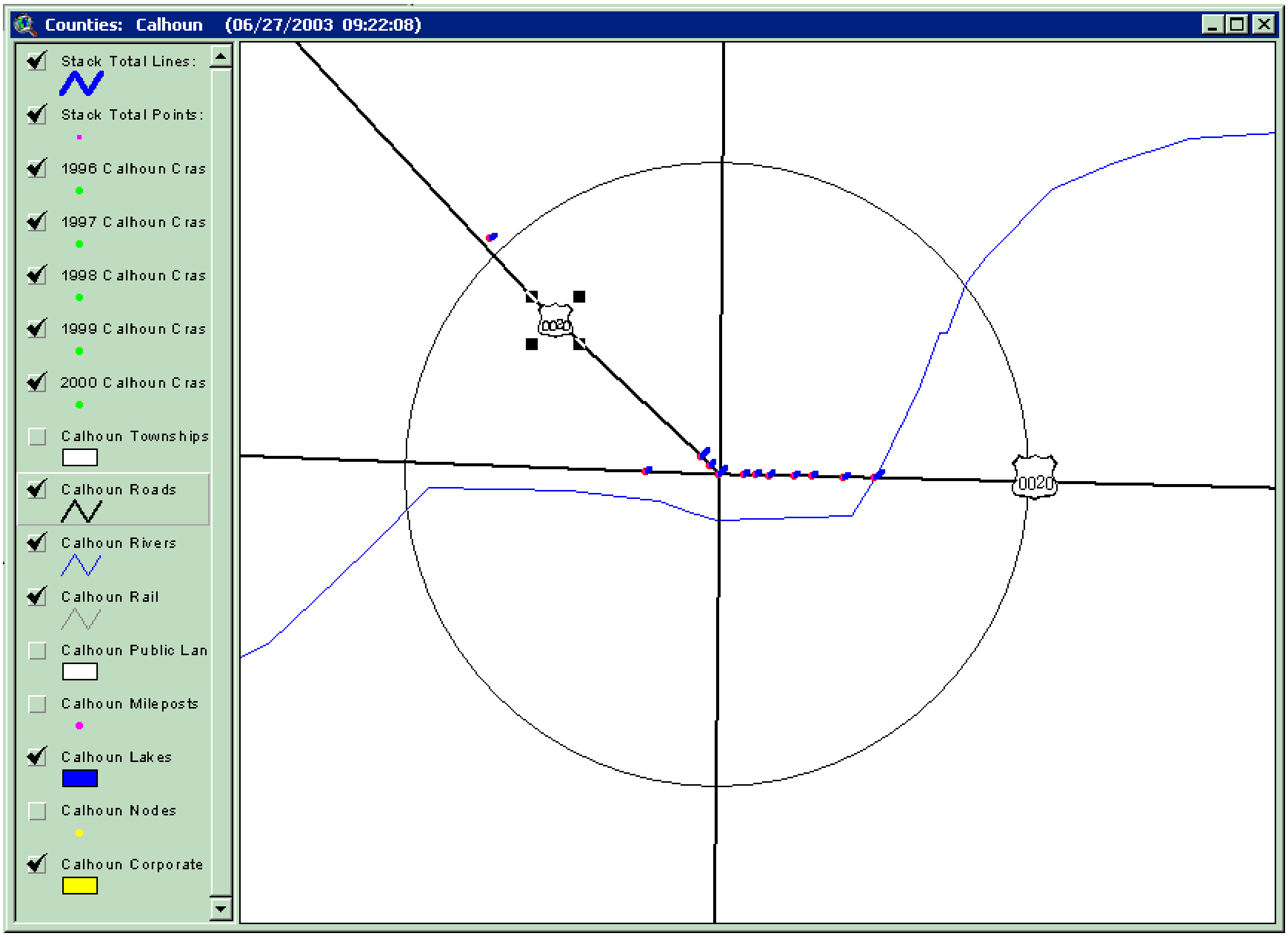
Click OK

Under the Label Button **Choose the US Route button**



Click on the Hwy 20 roads in the view to Label it.

Now you can use the Pointer Button to move or resize the label



Counties: Calhoun (06/27/2003 09:22:08)

☑ Stack Total Lines:

☑ Stack Total Points:

☑ 1996 Calhoun Cras

☑ 1997 Calhoun Cras

☑ 1998 Calhoun Cras

☑ 1999 Calhoun Cras

☑ 2000 Calhoun Cras

☐ Calhoun Townships

☑ Calhoun Roads

☑ Calhoun Rivers

☑ Calhoun Rail

☐ Calhoun Public Lan

☐ Calhoun Mileposts

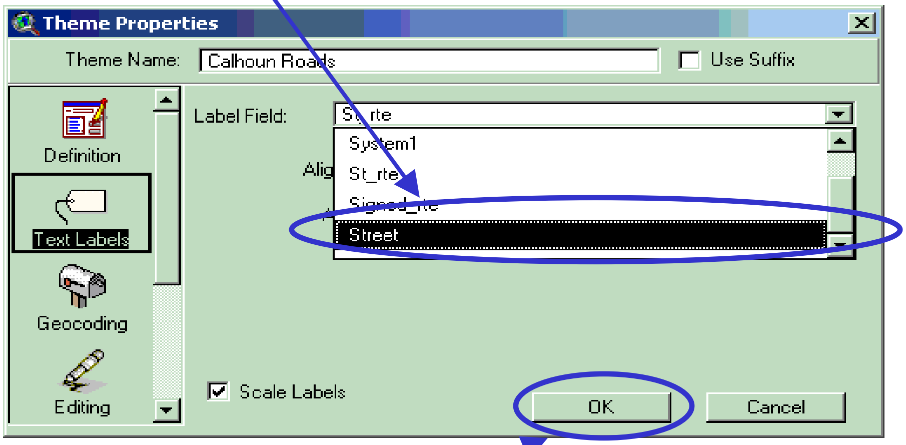
☑ Calhoun Lakes

☐ Calhoun Nodes

☑ Calhoun Corporate

Click the Theme Properties Button or use the Theme menu and choose Property.

Choose Street from the Label Field dropdown list



Theme Properties

Theme Name: Calhoun Roads

☐ Use Suffix

Label Field: St_rte

- System1
- St_rte
- Signed_rte
- Street

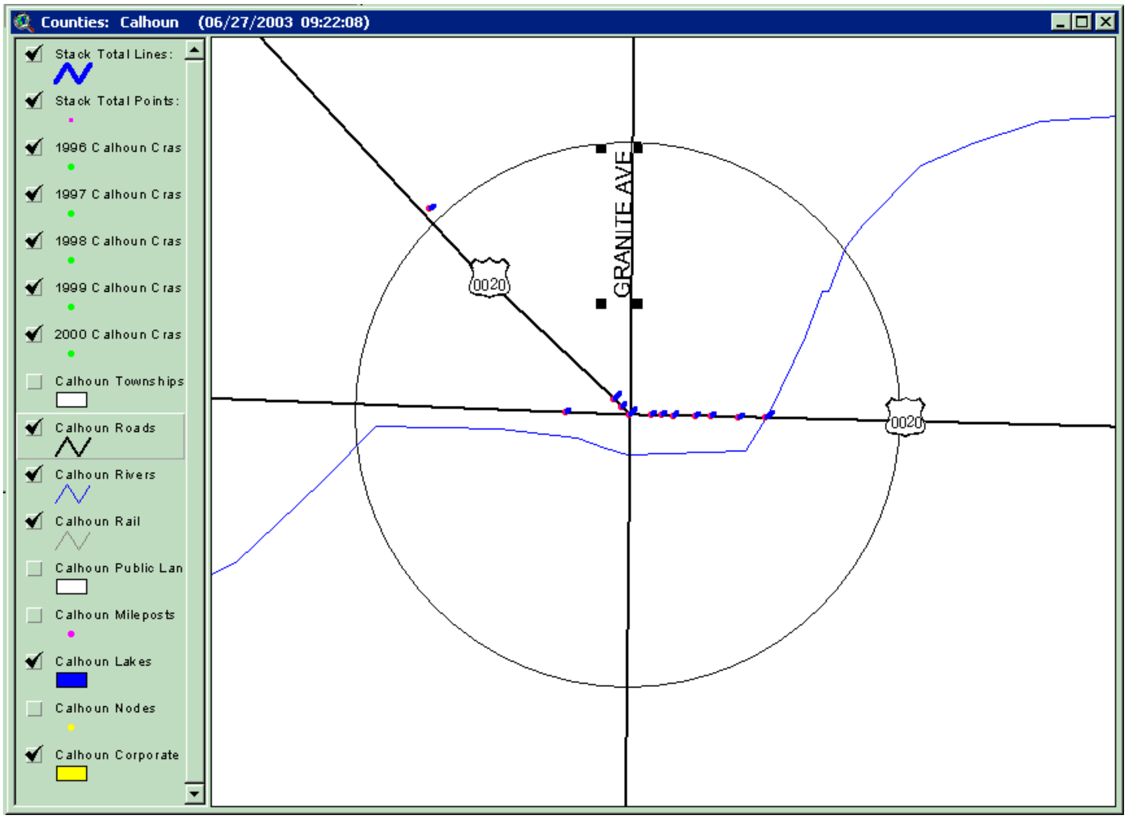
☑ Scale Labels

Definition
Text Labels
Geocoding
Editing
Alig
OK
Cancel

Click OK

Choose the Label Button Click on the Granite Ave road to Label it

Now you can use the Pointer Button to move or resize the label



Counties: Calhoun (06/27/2003 09:22:08)

- ☑ Stack Total Lines:
- ☑ Stack Total Points:
- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate

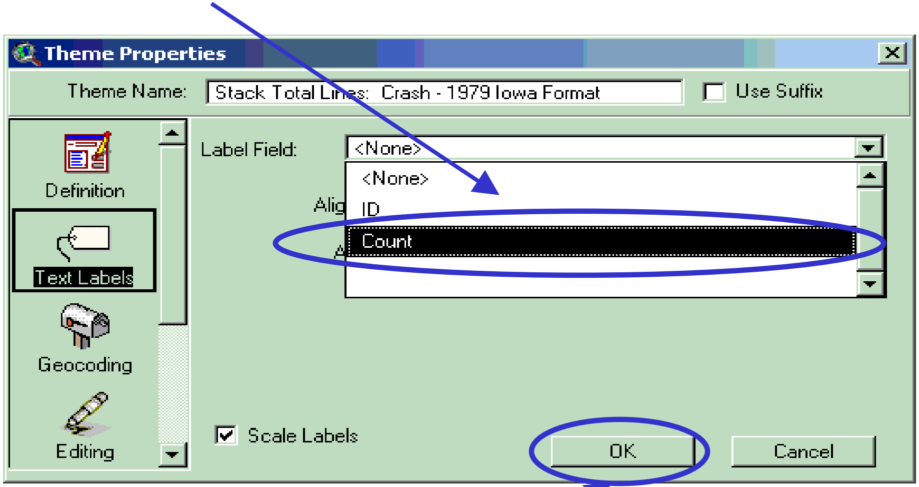
GRANITE AVE
0020
0020

Labeling Crash Total Stakes

Click the ☑ Stack Total Lines: Button make it active.

Click the Theme Properties Button or use the Theme menu and choose Property.

Choose Count from the Label Field dropdown list


Theme Properties

Theme Name: Stack Total Lines: Crash - 1979 Iowa Format

☐ Use Suffix

Label Field: <None>

- <None>
- ID
- Count

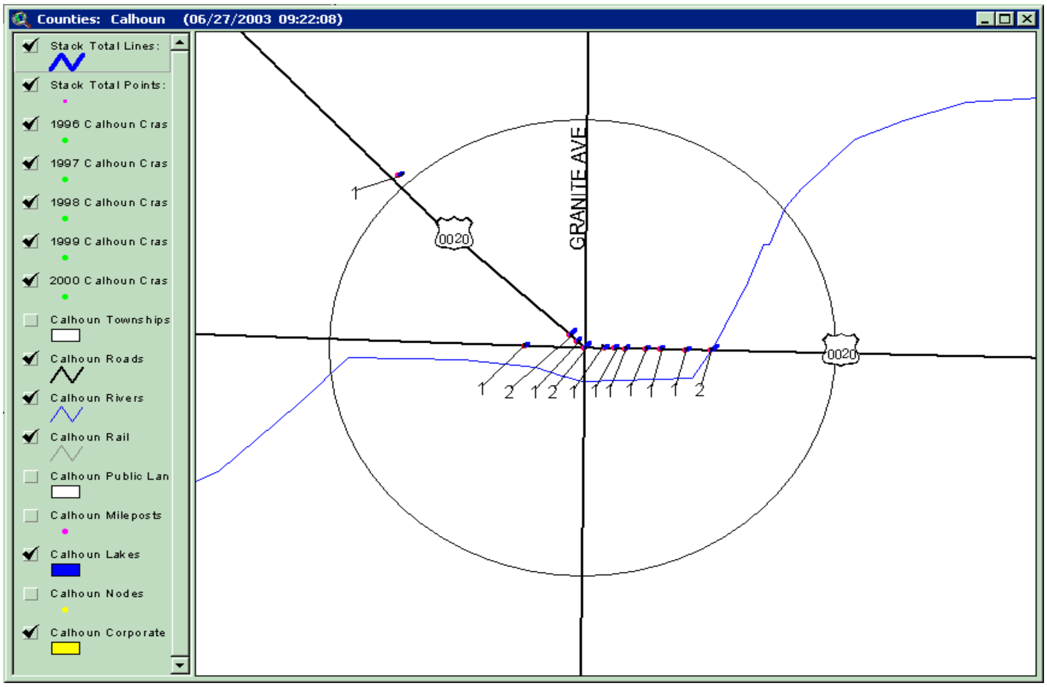
☑ Scale Labels

Definition
Text Labels
Geocoding
Editing
Alig
OK
Cancel

Click OK

Under the Label Buttons. Choose the Bullet Leader Label.

Click on the Stack lines and drag the mouse curser out to were you want the total number to appear

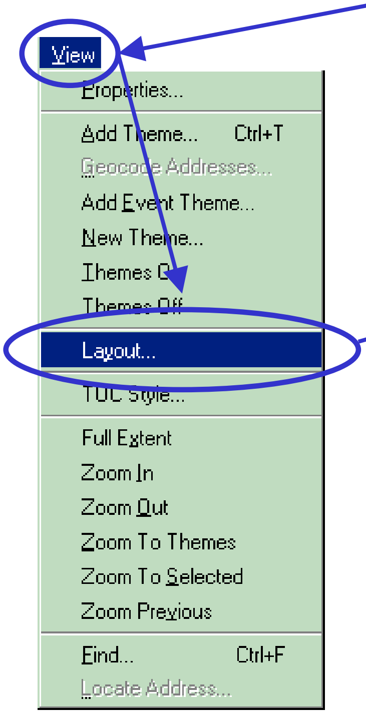

Counties: Calhoun (06/27/2003 09:22:08)

- ☑ Stack Total Lines:
- ☑ Stack Total Points:
- ☑ 1996 Calhoun Cras
- ☑ 1997 Calhoun Cras
- ☑ 1998 Calhoun Cras
- ☑ 1999 Calhoun Cras
- ☑ 2000 Calhoun Cras
- ☐ Calhoun Townships
- ☑ Calhoun Roads
- ☑ Calhoun Rivers
- ☑ Calhoun Rail
- ☐ Calhoun Public Lan
- ☐ Calhoun Mileposts
- ☑ Calhoun Lakes
- ☐ Calhoun Nodes
- ☑ Calhoun Corporate

GRANITE AVE
0020
0020
1
1
2
1
2
1
1
1
1
1
1
1
2

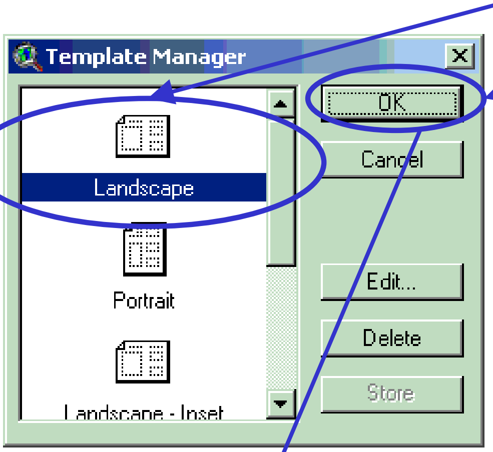
Layouts

Click on View menu and Choose Layout.

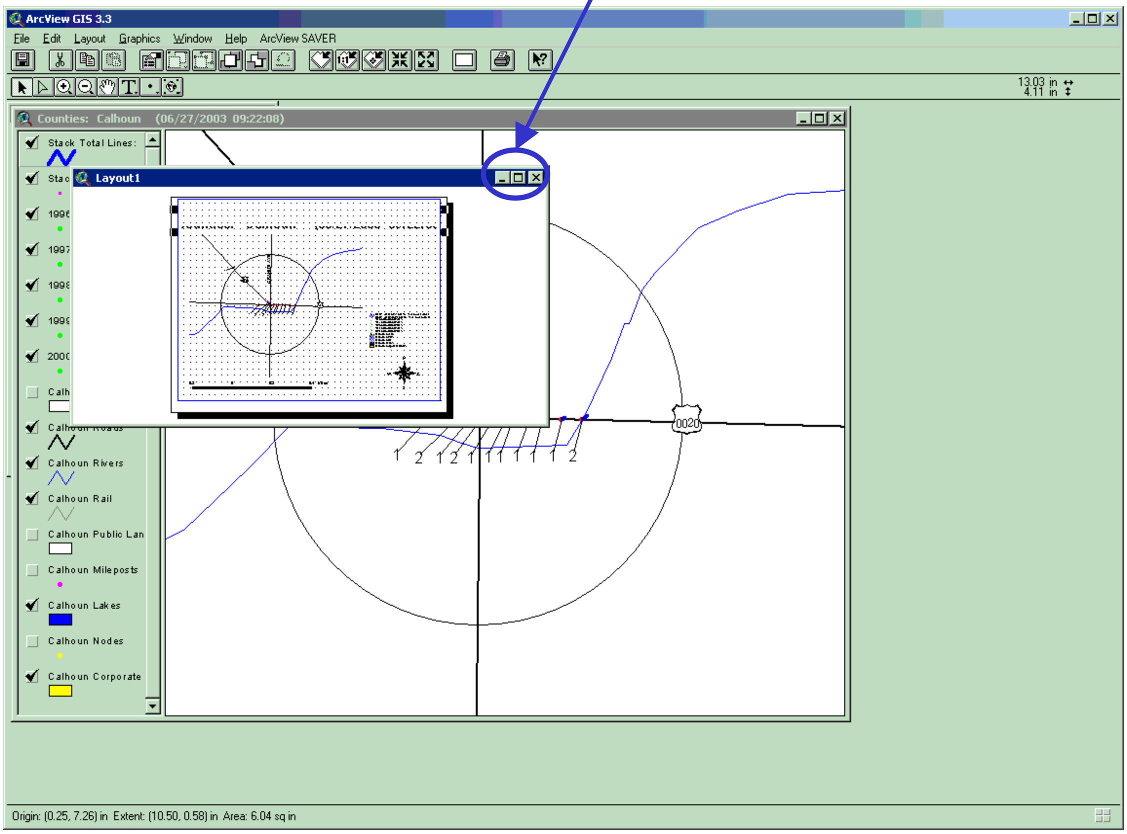

View
Properties...
Add Theme... Ctrl+T
Geocode Addresses...
Add Event Theme...
New Theme...
Themes On
Themes Off
Layout...
TOC Style...
Full Extent
Zoom In
Zoom Out
Zoom To Themes
Zoom To Selected
Zoom Previous
Find... Ctrl+F
Locate Address...

In the Template Manager screen Choose Landscape

Click OK


Template Manager
Landscape
Portrait
Landscape - Inset
OK
Cancel
Edit...
Delete
Store

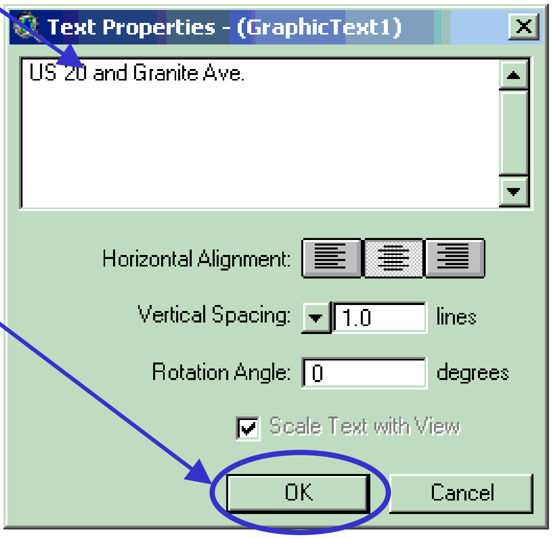
The Layout will show up small just use the maximize button


ArcView GIS 3.3
File Edit Layout Graphics Window Help ArcView SAVER
13.03 in
4.11 in
Counties: Calhoun (06/27/2003 09:22:08)
Stack Total Lines:
Layout1
Calhoun Roads
Calhoun Rivers
Calhoun Rail
Calhoun Public Lan
Calhoun Mileposts
Calhoun Lakes
Calhoun Nodes
Calhoun Corporate
Origin: (0.25, 7.26) in Extent: (10.50, 0.58) in Area: 6.04 sq in

To change the title on the layout double-click on the title with the Pointer Tool

Type the new title "US 20 and Granite Ave" into the dialog that appear and

Press OK


Text Properties - (GraphicText1)
Horizontal Alignment:
OK
Cancel

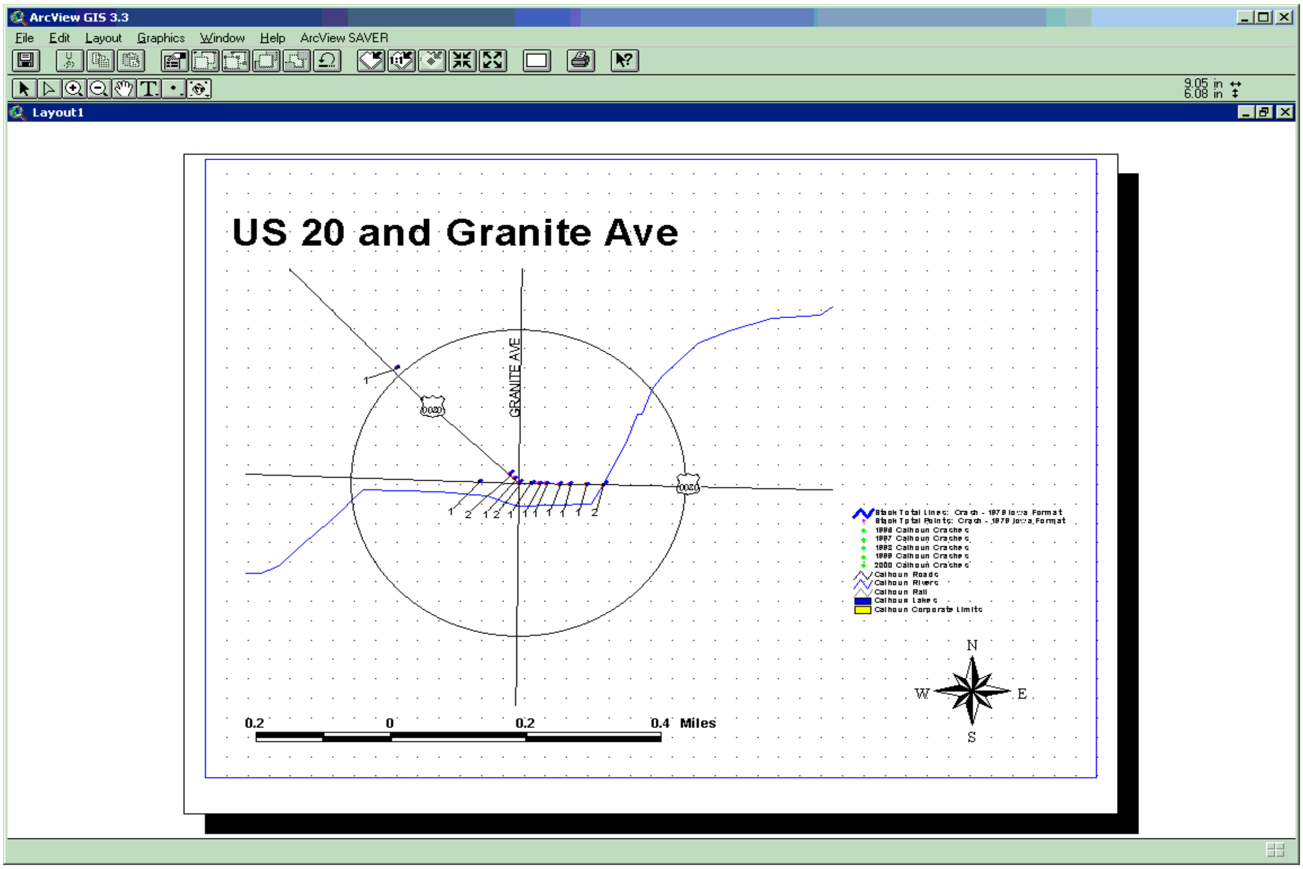
US 20 and Granite Ave.

Vertical Spacing: 1.0 lines

Rotation Angle: 0 degrees

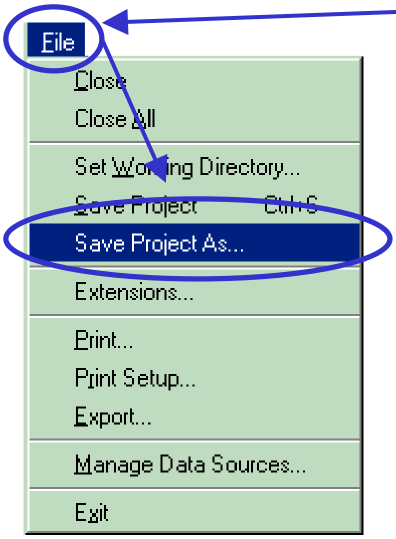
☑ Scale Text with View

The Layout Components can be changed be double-click on them and redefining them.


ArcView GIS 3.3
File Edit Layout Graphics Window Help ArcView SAVER
9.05 in
6.08 in
Layout1
US 20 and Granite Ave
GRANITE AVE
0020
0020
1
1
2
1
2
1
1
1
1
1
1
2
Block Total Lines: Crash - 1979 Iowa Format
Block Total Points: Crash - 1979 Iowa Format
1996 Calhoun Crashes
1997 Calhoun Crashes
1998 Calhoun Crashes
1999 Calhoun Crashes
2000 Calhoun Crashes
Calhoun Roads
Calhoun Rivers
Calhoun Rail
Calhoun Lakes
Calhoun Corporate Limits
N
W
E
S
0.2
0
0.2
0.4 Miles

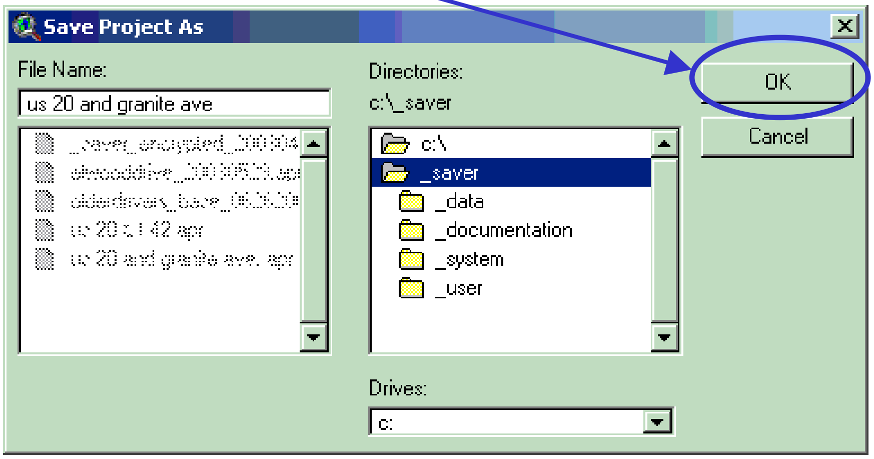
Save the Project

Click on File menu and Choose Save Project As.


File
Close
Close All
Set Working Directory...
Save Project Ctrl+S
Save Project As...
Extensions...
Print...
Print Setup...
Export...
Manage Data Sources...
Exit

Under the File Name enter "us 20 and granite ave."

Click OK


Save Project As
OK
Cancel
us 20 and granite ave. apr
c:\
_saver
_data
_documentation
_system
_user

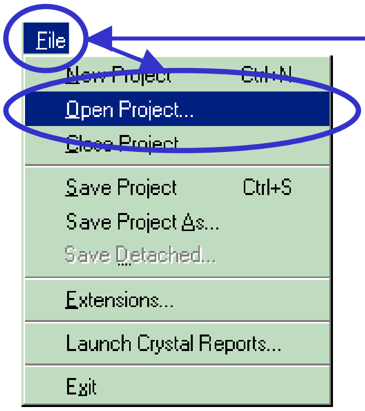
File Name: us 20 and granite ave

Directories: c:_saver

Drives: c:

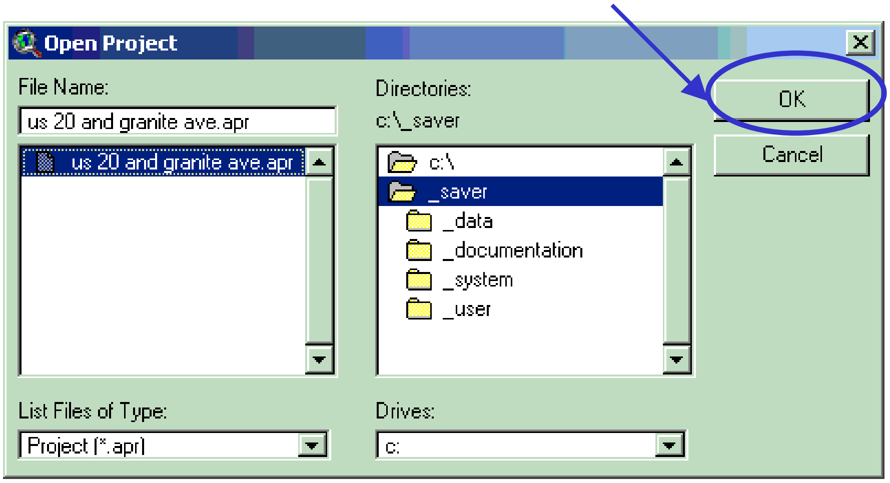
Open the Project

Click on File menu and Choose Open Project


File
New Project Ctrl+N
Open Project...
Close Project
Save Project Ctrl+S
Save Project As...
Save Detached...
Extensions...
Launch Crystal Reports...
Exit

Under _saver will be the saved report .

Click on the file you want to open Click OK


Open Project
OK
Cancel
c:\
_saver
_data
_documentation
_system
_user

File Name: us 20 and granite ave.apr

us 20 and granite ave.apr

Directories: c:_saver

List Files of Type: Project (*.apr)

Drives: c: